

II. Employment Please tell us about your last three jobs, starting with your current job:

A) Current Job From ___/___/___ to present
date

Name and address of organization:

Name and title of your supervisor:

Telephone of your supervisor:

Your title:

Describe your duties:

B) Previous Job From ___/___/___ to ___/___/___
date date

Name and address of organization:

Name and title of your supervisor:

Telephone of your supervisor:

Your title:

Describe your duties:

C) Previous Job From ___/___/___ to ___/___/___
date date

Name and address of organization:

Name and title of your supervisor:

Telephone of your supervisor:

Your title:

Describe your duties:

III. Experience and Plans:

A) Describe your past teaching experience in Agricultural Economics and Marketing, Agribusiness, and Agrarian Law. (describe the courses and adult education programs that you have taught)

B) Describe the courses or adult education programs that you expect to teach in the future.

C) Describe the training you want in the U.S. Which three courses do you wish to revise or create during the program?

D) List names, addresses, and telephone numbers of professional contacts that you have in the United States.

Name:
Address:
Telephone Number:

Name:
Address:
Telephone Number:

E) Academic Education (starting with the most current)

Name of University or Institution:

Field of study:

Dates attended:

Type of degree and date received:

Title of Thesis:

Name of University or Institution:

Field of study:

Dates attended:

Type of degree and date received:

Title of Thesis:

Name of University or Institution:

Field of study:

Dates attended:

Type of degree and date received:

Title of Thesis:

F) Training or study in other countries

Field of Study:

Dates:

Country:

Field of Study:

Dates:

Country:

Field of Study:

Dates:

Country:

G) Describe specific improvements in the curriculum or teaching at your institute that you want to develop while in the U.S.

H) Which parts of the U.S. market economy would you like to understand better?(list several in your priority order)

IV. Languages: Please indicate your level of oral communication, reading capability, and writing capability on a scale of 1 to 5 where

1 is poor

3 is average

5 is fluent

Please list all languages in which you have capabilities, with English first.

Language: English

Oral Communication rating _____
Reading Capability rating _____
Writing Capability rating _____

Language: _____

Oral Communication rating _____
Reading Capability rating _____
Writing Capability rating _____

Language: _____

Oral Communication rating _____
Reading Capability rating _____
Writing Capability rating _____

V. Training Benefits:

A) How will you put the knowledge you gain in the U.S. into practice?

B) How will selecting you for study in the U.S. help your country?

Faculty Exchange Program Conditions of Training

If I am accepted to receive training under the U.S. Department of Agriculture (USDA) Faculty Exchange Program (FEP), I agree to adhere to my arranged program, to devote my time and attention to my studies and practical training, and to conform to FEP regulations and procedures for the duration of my training program. I will not seek extension of the period of my program but will return to my country without delay upon completion of my training acquired under this program. I agree to return to my university to teach for a minimum of 2 years. I also agree to conform to all of the laws of the United States.

Furthermore, I understand and agree to the following policies of the Faculty Exchange Program:

I. Dependents

USDA strongly discourages family members from accompanying or joining a participant while they are in the US on the program. The Faculty Exchange Program is not responsible in any way for family members. If dependents do wish to come to the US, the participant is responsible for showing proof of health insurance coverage that equals or exceeds the coverage required by US visa regulations.

II. Attendance of Participants at Conferences and Meetings

Attendance of participants at national or international conferences, conventions, or meetings of professional, trade, or other associations is not permitted unless such attendance is a part of the approved Faculty Exchange Program.

III. Conditions for Termination of Training Programs

USDA reserves the right to terminate the training program of those participants who:

- Change the course of study without authorization from the USDA Faculty Exchange Program, or
- Fail to show sufficient interest in or to pursue effectively their training program, or
- Have severe mental or physical health problems, or
- Conduct themselves in a manner prejudicial to the program or to the laws of the United States, or
- Marry during training without securing prior USDA approval, or
- Have falsified information on the application and/or supporting documents, or
- Fail to maintain health insurance for dependents in US, or
- Accept payment for work performed while in the US.

IV. Travel

If selected, the participant will travel on the tickets and according to the arrangements made by the USDA. The USDA will pay for round trip transportation to and from the participant's country's capital city to the United States. The participant is responsible for all costs associated with traveling to and from their home to the capital city at the beginning and end of the program.

V. Financial Support

The applicant is aware that the financial support provided by the USDA Faculty Exchange Program is for training fees, emergency medical insurance, lodging, food, and incidentals only. USDA does not fund any expenses related to family members accompanying participants. During the program lodging is arranged by the USDA. You will share a bedroom with another participant during your stay in the US.

Participants are not allowed to earn wages or a salary from work performed in the US during their stay under this program.

VI. Health and Insurance

It is a requirement that every participant have a physical examination prior to their arrival in the United States and be determined to be in excellent health. Those accepted into the program are responsible for arranging and paying for a physical examination. A form will be provided by the USDA during in-country interviews. Those accepted will be instructed to have this form completed and signed by a qualified physician certifying that the participant is in good health.

The insurance provided to each participant while in the United States will cover only emergency medical care. This insurance does not cover pre-existing conditions, prescriptions, or dental or optical work. In addition, the participant must pay a percentage of medical expenses for each occurrence.

VII. Debts and Obligations

The participant will be responsible for all debts and financial obligations incurred while in the United States.

Sign below to indicate your understanding of and agreement to the above conditions:

Applicant's Name

Applicant's Signature

Date

The United States Department of Agriculture
Faculty Exchange Program
in Agricultural Economics and Marketing, Agribusiness, and Agrarian Law

Dear Rector or Dean:

Why do you want to send one or more of your best faculty to the United States for an extended period to study curriculum development in agricultural economics and marketing, agribusiness, and agrarian law?

How will your institution consider and implement the proposals to change your institutes courses and curriculum which your faculty will bring to you upon their return from study in the United States?

Name of University

Signature of Rector or Dean

Date

The United States Department of Agriculture
Faculty Exchange Program
in Agricultural Economics and Marketing, Agribusiness, and Agrarian Law

Dear Vice Rector or Vice Dean:

Which skills and understandings of your recent graduates are most in need of strengthening and could be strengthened by appropriate changes in curriculum and course content?

Please describe how you want the training of your faculty to contribute to the education of adults in your area.

Name of University

Signature of Vice Rector or Vice Dean

Date

**The United States Department of Agriculture
Faculty Exchange Program
in Agricultural Economics and Marketing, Agribusiness, and Agrarian Law**

Dear Department Head:

How will you adjust and manage the operation of your department while some of your best faculty members are training in the U.S.?

How will you change assignments and operation of your department upon the return of your faculty from training in the U.S. to make use of their new understandings and proposals?

What elements of agricultural economics and marketing, agribusiness, and agrarian law do you want your faculty to be better able to explain and teach upon their return?

What elements of your education system, curriculum, and teaching methods do you especially want your faculty to study, compare with those in the U.S., and bring back proposals for change?

Which courses should your faculty be able to teach upon their return from the U.S. that they are not currently qualified to teach?

Name of University

Signature of Department Head

Date

The United States Department of Agriculture
Faculty Exchange Program
in Agricultural Economics and Marketing, Agribusiness, and Agrarian Law

Dear Supervisor:

What do you want the applicant to learn while in the United States?

_____ How will the applicant's training be used by your university when they return from the United States?

Name and Title of Supervisor

Signature of Supervisor

Date

**Letter of Commitment
from**

(Name of University)

to the
**United States Department of Agriculture
Faculty Exchange Program**

The university administrators who have signed below commit themselves to releasing (name of applicant) to go to the United States if selected by the Department of Agriculture to participate in the Faculty Exchange Program. The university administration agrees to continue to pay the participant their full salary while they are participating in the Faculty Exchange Program.

The university administration authorizes the participant to bring copies of the university's curricula, course outlines, and teaching materials to the US to be used by the participant for review, study, and comparison.

The university understands and accepts that the participant will develop proposals and try to suggest changes that they believe will improve this university's curricula, courses, and teaching methods.

The university administration agrees to consider in good faith proposals for change and to create opportunities for returning participants to share these ideas with other instructors at your university.

The university administration promises to guarantee continued employment at a position of the same or improved responsibility to the participant when they return from the US.

Please sign:

Rector or Dean _____

Vice Rector or Vice Dean _____

Department Head _____

Supervisor _____

Date: _____