

# **Civil Society Leadership Awards 2020–2021**

## **OPEN SOCIETY SCHOLARSHIP PROGRAMS**

Application Deadline: May 15, 2019

## How to Apply

### Before Applying

- Carefully read the [Guidelines](#) and [FAQs](#) for important information. Due to heavy volume, CSLA staff will not be able to answer every inquiry and any response may be delayed.
- Consult the [Guidelines](#) and [FAQs](#) for requirements, and be sure that you are eligible before completing and submitting an application.
- Thoroughly research the available fields of study, and identify relevant programs at current CSLA host universities using our [Host University Guide](#). Carefully consider how courses within your discipline are approached differently at each host university, and be prepared to answer questions about how your preferred programs fit your professional goals.
- Familiarize yourself with the CSLA selection process, including important dates and deadlines for each stage.
- Reach out to two (2) academic and/or professional contacts to confirm their willingness to provide you with a recommendation.
- Consult the [Supporting Documents](#) section (see below) to ensure that you have collected all required supporting documents and they are ready to submit.

### Completing an Application

Interested applicants must complete an online or paper CSLA application with supporting documentation to be considered for CSLA. Separate university applications are not due at this time, but may be required at later stages in the competition, at which point CSLA staff will advise.

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**Applications are due May 15, 2019**  
**Late applications will be automatically disqualified**

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### Online Application

Candidates are strongly encouraged to apply online, if possible, using the online [Grantee Communities Portal](#) (the Portal). To apply online, please register on the Portal and follow the instructions. A step by step guide and helpful information on how to use the Portal can be found on this [online support resource](#).

If you find the Portal inaccessible, or you wish to complete an application in French, you must complete a paper application (see below).

For technical assistance and support using the Portal, email:  
[granteefeedback@opensocietyfoundations.org](mailto:granteefeedback@opensocietyfoundations.org).



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***Please Note:***

- You will not be able to change the email used to register with the Portal; **all subsequent correspondence will be sent to that e-mail address**. Therefore, please use an email address that you will have access to for at least nine (9) months after you apply.
- Once you have registered on the Portal and opened an application, you can save your work and return to it later using the username and password that you used to register. However, once you have submitted your application you will not be able to make any further changes.
- All applications submitted through the Portal must be completed +. To complete an application in French, please obtain a paper application and see the instructions below for submission.

**Paper Application**

The paper application may be [accessed here](#) or by contacting one of the administrative offices (see below). Please download the application form in Word before completing or printing, and review the accompanying materials before submitting your application.

Once your paper application has been received, CSLA staff will upload it to the Portal and you will receive an automated email notification to confirm we have received it.

Paper applications may be submitted by mail, or by email to [submissions@infoscholar.org](mailto:submissions@infoscholar.org).

Mailed applications **must be postmarked** by **May 15, 2019** and sent to either the New York or London address listed below:

Scholarship Programs  
224 West 57th Street  
New York, NY  
10019, USA

Scholarship Programs  
Millbank Tower, 7th Floor  
21-24 Millbank, London  
SW1P 4QP, UK

## Supporting Documents

1. **Photocopy of picture page of all valid passports or national IDs in your possession**
2. **Resume or Curriculum Vitae (CV) in English**

Please include a detailed CV or resume that includes your most recent professional experience and educational background. Your CV or resume should be no more than three (3) pages.

Your CV or resume should include awards, grants, fellowships, or honors you have received, any professional, cultural or other associations to which you belong, and any conferences, workshops, or trainings you have attended that are relevant to your

professional interests and proposed field of study. If you have recently given a presentation, please include the topic and conference details on your CV/resume.

For assistance creating a sufficient CV or resume, please consult the [EuroPass](#) website.

### 3. Academic and Professional Recommendation Letters

Only applicants invited to interviews (Semi-Finalists) will need two (2) letters of recommendation, one (1) professional and one (1) academic. We encourage you to reach out to recommenders early to avoid potential delays. Detailed instructions will be sent to those selected as Semi Finalists. The deadline for receipt of all letters will be October 1, 2019.

### 4. University Transcripts

A transcript is a list of all the courses you have taken (or are currently taking) during a program of study, with the result (grade) you obtained, and sometimes the credit value of each course. If you have completed your university study, the transcript should also show the final degree awarded. Unofficial or provisional transcripts can be provided when submitting your application. You will not need to send a final and original transcript unless you are invited to an interview in September/October 2019. The deadline for receipt of all transcripts will be October 1, 2019.

### 5. Evidence of Competence in Intended Language of Instruction

All applicants for whom the intended language of instruction is not a native language will be asked to submit evidence of their language competence. Submit images or scans of your language test reports, ensuring the score for each element is clearly visible.

Semi Finalists without evidence of language competency **will be required to take a language test** (TOEFL or IELTS), in order to remain in the competition. CSLA staff will advise these candidates of the appropriate test and a timeline for taking the test. These tests will be arranged through local partners; costs associated with international travel, registration and accommodations duration of the test may be covered by CSLA.

You should review the [Host University Guide](#) to ensure that you have sufficient language competency for any programs you are interested in attending.

It is important to note that many programs in France and Germany are conducted at least partially in English.

If the language of instruction for your desired program is English, you will need to have a valid English language test. As a general point of recommendation, either TOEFL or IELTS is required to prove English competency by host universities for finalist placement.

Grantees attending universities in the UK will need to obtain at least a 6.5 on the UKVI IELTS in order to obtain a Tier 4 student visa to the UK. CSLA staff can advise on the general requirements.

For programs with exclusively French instruction, applicants with at least six (6) years of education in a Francophone country (where French is the official language) are exempt from the language test. If you were not educated in a Francophone

country, you will need to sit one of the following: Test de connaissance du français (TCF); Test d'évaluation de français (le TEF); Diplôme d'études en langue française (DELF); or the Diplôme approfondi de langue française (DALF) with satisfactory results.

For programs with exclusively German instruction, you may be required to sit for a TestDaf test. Please note that citizens from Cambodia, Egypt, Laos, Libya, Myanmar/Burma, and Syria are not eligible for placement at CSLA host universities within the German Academic Exchange Service (DAAD)..