**Application Form:** International Learning Fund

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| ***Section A: Personal Information*** | | |
| Name : |  | |
| Gender : |  | |
| Date of Birth : |  | |
| Contact Email and Phone Number : |  | |
| Address : |  | |
| Name and phone number of Emergency Contact: |  | |
| Level of Formal Education and Degree Awarded:: | High school  Distance Education  University  Graduate Degree  Study Abroad  Other *(Please specify)*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | High School Diploma  Bachelor’s Degree  Master’s Degree  Doctoral Degree  Other *(Please specify)*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| ***Section B: Your record of work experience*** |
| (Please list your most recent job first, demonstrating that you have 3 years of full time experience. You can use bullet points to describe 3 main responsibilities.) |
| Job Title *(your current position)*:  Organisation:  Dates of Employment:  Main Responsibilities:        Job Title:  Organisation:  Dates of Employment:  Main Responsibilities:       Job Title:  Organisation:  Dates of Employment:  Main Responsibilities: |
| Please list one or two occasions when you provided important services or contributed to strengthening Access to Justice or the Rule of Law. Please describe 1) your role 2) the activities carried out, 3) any leadership role you held, 4) the duration of your active participation in this particular activity (start/end dates), 5) impact of your contribution  *If you prefer to use ‘bullet format’ to describe, please do.  (Please complete in 200 words )* |
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| ***Section C: Your Application to International Learning Fund*** | | | |
| Briefly describe the learning opportunity that you would like to attend or participate in.  What subjects/topics will be covered in this learning visit/event? *(Please complete in 250 words)* | | | |
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| Please describe how you think you will benefit from this learning opportunity. Why do you think the knowledge will be useful to a) you, b) your organisation, and c) to improve access to justice in the country?  *If you prefer to use ‘bullet format’ to describe, please do.  (Please complete in 300 words)* | | | |
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| What will you do as a result of the learning opportunity? How will you share the knowledge within the organisation and to wider networks within six months? How will you measure whether the sharing of your knowledge has been effective? *(Please complete in 250 words)* | | | |
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| Type of event:  *(Please select one of list)* | Training  Workshop  Exchange Visit  Exposure Visit  Conference  Other *(please specify)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* | | |
| Title of the event: |  | | |
| Location: |  | Duration of event: |  |
| Departure Date:  (from Myanmar ) |  | Arrival Date:  (to Myanmar) |  |

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| ***Section D: Please list your previous international learning experiences?*** |
| |  |  |  |  | | --- | --- | --- | --- | | **Learning Opportunity** | **Month/Year** | **Duration** | **Country** | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |

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| ***Section E: Financial Contribution*** |
| I: Are you able to take a loan or contribution from your organisation to partially cover the cost of the learning opportunity?  No  Yes, describe amount \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  II: Are you able to contribute your own money?  No  Yes, describe amount \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  III: If any other organisation or learning programme will contribute, please provide details.  No  Yes, describe the organisation name and outline the cost covered   |  |  |  | | --- | --- | --- | | **Organisation** | **Description** | **Amount (USD)** | |  |  |  | |  |  |  | |  |  |  | |  |  |  | | **Total of Applicant/Organisation Contribution** | |  | |

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| ***Section F: Financial Assistance Proposal to MyJustice*** | | | | |
| Here is an opportunity to make a convincing case for financial assistance. How much do you need to cover your study? Please fill detail in the table below. You can add rows if required. | | | | |
| Description  *(If require, you can add more lines)* | Measurement of Unit | Unit | Per Unit | Total Amount (USD) |
| Admission fees | Programme |  |  |  |
| Visa fees | Application |  |  |  |
| Flight Ticket (Economy class) | Ticket |  |  |  |
| A:Total Amount (Required) | |  |  |  |
| B:Total of Applicant/Organisations contributions | |  |  |  |
| **C = (A-B):Total Amount (Requested)** | |  |  |  |

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| ***Section G: Documents to attach with Application Form*** |
| 1. Scanned copy of Passport photo page 2. An official letter of support from your employer confirming you are employed full time and have been given permission to participate in this learning opportunity. 3. Invitation or acceptance letter for the opportunity. Where acceptance letter has not been received, please state reasons why your application should be considered and the date by which acceptance letter is expected to be received. 4. Schedule of training or programme 5. Additional references (Optional) |

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| ***Section H: Please rate your level of language competency relevant for the course*** | | | |
| Relevant Language (please state the language of the study/country) | ------------------------ |  |  |
|  | Fluent | Intermediate | Beginner |
| Reading |  |  |  |
| Writing |  |  |  |
| Speaking |  |  |  |
| Listening |  |  |  |

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| ***Section I: Signature of Applicant*** |
| Applicant’s Signature: Date of Application:  I hereby warrant that the information provided in this application is true and accurate to the best of my knowledge. |