

2012

APPLICATION FORM



TRAINING MENTORS BREVITY

Dr.J.C.Markanday (Former Pricipal Scientist.KVK Fisheries Expert) will be providing the lectures on fish diseases and also share his experiences with you.

Dr.Dalip Gosain (Dairy Expert, NDRI KARNAL) will be delivering a lecture on Dairy Farming.

Dr.R.S.Sagwan(Former D.F.O.) will be delivering a lecture on composite fish culture and breeding of fishes.

Dr.Sultan Singh (Expert in fisheries) will be sharing all his experience of fish farming, breeding and other activities which he is practicing on his Farm.

International Training Program

Fresh H2O Fish Rearing, Breeding & Culture

Training Details

Last Date : Aug 31, 2012

Training Fee : 5000 INR

Duration : 10 Days

Venue : Sultan Fish Seed Farm

Country : INDIA

Send your completely filled up application form by snail mail only at

Sultan Fish Seed Farm, Village Butana, Tehsil Nilokheri, District Karnal-Haryana-India



APPLICATIONS RECEIVED AFTER THE DEADLINES MENTIONED ON PAGE 2 WILL NOT BE CONSIDERED!	SFS-FARM FILE NUMBER:
	(To be completed by course coordinator) MENTOR FILE NUMBER:

APPLICATION FORM
for seven days International Training Program(ITP)
on fresh water fish breeding and culture
2012
at Sultan Fish Seed Farm (INDIA)

WHICH PROGRAMME DO YOU WANT TO APPLY FOR?

You may apply for as many programmes as you are interested in but the training fee shall remain fixed whether you apply for one or all. Detailed course information and contents are available inside the brochure.

X	Programme
<input type="checkbox"/>	Breeding of Indian Major Carps.
<input type="checkbox"/>	Breeding of Chinese Major Carp.
<input type="checkbox"/>	Diseases of fish & how to cure them.
<input type="checkbox"/>	Early maturity of the brooders for breeding which increase the breeding season.
<input type="checkbox"/>	Feeding process of brooders, fry, and fingerling as per the body weight.
<input type="checkbox"/>	Rearing of seeds like spawn, fry fingerling in nurseries/ponds.
<input type="checkbox"/>	Manuring of the ponds/rearing nurseries.
<input type="checkbox"/>	Stocking density per acre, per hectare, %age ratio of fish species in same pond for better culture and utilization of floating feed.
<input type="checkbox"/>	How to extract natural hormone from the fish itself?
<input type="checkbox"/>	How to use the vacant spaces on the bands of the ponds?
<input type="checkbox"/>	Training at Fish processing Plant where value added fish products of fresh water are manufactured, first unit of India.

Note: As an official body administrating aquaculture training programmes in fresh water fish farm unit, SFS Farm uses the qualifications attributed in the their Register for Professional Trainings. However, the discussion regarding the qualification (Master/Master of Science/...) of all master programmes in agriculture is an ongoing one.

IMPORTANT INSTRUCTIONS

IMPORTANT REMARK: This application form should be completed in English only!

This application form concerns International Training Programmes labelled as ITP. All programmes concerned are organised by Sultan Fish Seed Farm in association with National Dairy Research Institute (Karnal). SFS-Farm offers scholarships for each ITP. Also SFS offers a limited number of scholarships for the ITPs in the year.

This application form should be used regardless of the fact whether the applicant applies for the SFS scholarship or not. Part I of this application form should be duly completed by all applicants. Part II of this form concerns the financial resources of the applicant.

1. ITP ADMISSION REQUIREMENTS

For specific academic admission requirements per ITP, please contact at sfsfarm@yahoo.com. You cannot complete this form without having read the ITP admission requirements first.

2. APPLICATION PROCEDURE AND DEADLINES

The application form, together with all required documents, should be sent **directly to the coordinator of the programme Sultan Fish Seed Farm, Village Butana, Tehsil Nilokheri, District Karnal-INDIA**. Applications which are incomplete, illegible or reach the coordinator's office after the deadline will be automatically rejected. Paper applications are required. Electronic applications can be temporarily accepted, if followed by a paper application.

Applicants for both academic admission and scholarship need to consider both the academic admission requirements (see § 3.1) and the scholarship criteria (see § 3.2). Applicants applying for admission simply need to consider the admission requirements.

2.1. Documents to be enclosed

FOR ALL APPLICANTS

- A copy of the applicant's secondary school diploma.
- A copy of the applicant's university degree(s) certified by the educational institution and relevant authority(ies).
- A copy of the applicant's transcript of academic records (of each academic year), certified by the educational institution and relevant authorities.
 - * Note: Once you have been academically selected and are coming to india, legalised copies must be submitted for registration at Sultan Fish Seed Farm. If not, you will be obliged to return to your home country.*
- A document explaining the grading system of the applicant's home country or university.
- A document proving the applicant's proficiency in English (or Hindi).
- A complete curriculum vitae.
- One recent passport picture.

SPECIFICALLY FOR INDIAN APPLICANTS

- Two letters of recommendation, preferably from (former) Sultan Fish Seed Farm or Fish Bite staff or from the applicant's superiors in his/her work environment. Referee forms are available at Sultan Fish Seed Farm counter at, Butana-Karnal. Other types of reference letters should be written specifically for the ITP you are applying for and should be typed on official stationery with the heading of the referee's institution. Recommendation letters should be included in a sealed and signed envelope.
- An employer's certificate (if applicable) stating the applicant's present position within the organisation along with a precise description of the applicant's professional responsibilities. The employer should emphasise the importance of the programme for the applicant's position and for the organisation as a whole as well as his/her job prospects when returning to the job after successful completion of the programme (= re-employment).

Documents in English and only English are accepted. Documents in other languages must be officially translated into English by a sworn translator.

2.2. Deadlines

- Applicants who apply for the Sultan Fish Seed Farm scholarship should send in their application before **Aug 31, 2012**.
- Applicants who do not apply for this scholarship and who are required to apply for a student visa for India, must apply before **Aug 31, 2012**.
- Applicants who do not apply for this scholarship and who are exempted from applying for a student visa for India, must apply before **July 1, 2012**.

3. SELECTION PROCEDURE

3.1. Academic selection

Based on Part I of the application form, all applications are first academically assessed by a selection commission composed of doctors, professionals and research assistants of Sultan Fish Seed Farm. At this stage, the financial situation of the applicant is not taken into account. The academic selection is based on 2 selection criteria, namely:

- Appropriateness of the applicant's field of study
- Quality of the education and results/grades obtained

3.2. Scholarship selection

Applications which successfully pass the academic selection are then assessed by a joint selection commission of Sultan Fish Seed Farm, Fish Bite and National Dairy Research Institute in order to select scholarship candidates (Part II of the application form). This selection is based on the financial situation and scholarship history of the applicant (part II of this form). For each programme, a ranking is made. The scholarship selection is based on the SFS scholarship selection criteria.

SPECIFICALLY FOR NON-SFS APPLICANTS

All applicants will receive an acknowledgement of receipt of their application by e-mail.

Applicants who are accepted academically will be contacted by e-mail by the course coordinator ASAP after reception of the complete application file and will be sent a letter of training signed by the rector (through e-mail or mail).

SPECIFICALLY FOR SFS APPLICANTS

All applicants will receive an acknowledgement of receipt of their application by e-mail.

Applicants who are accepted both academically and for the SFS scholarship will be contacted by e-mail by the course coordinator at the latest on Aug 31, 2012.



4. SUBMISSION OF YOUR APPLICATION FILE

Application forms that are incomplete, illegible or that arrive later than the deadlines specified in § 2.2, will be rejected. Send the completed application form with all the documents to the contact address of the programme mentioned in the same section.

ITP	Programme	Contact details	
ITP	Breeding of Indian Major Carps. Breeding of Chinese Major Carp Diseases of fish & how to cure them Early maturity of the brooders for breeding which increase the breeding season Feeding process of brooders, fry, fingerling as per the body weight Rearing of seeds like spawn, fry, fingerling in nurseries/ponds	Er. Neeraj Chaudhary (GM) Sultan Fish Seed Farm Village Butana-Nilokheri Karnal- Haryana	M: +91 99911-99710 Email: sfsfarm@yahoo.com www.sultanfishseed.com
	Manuring of the ponds/rearing nurseries Stocking density per acre, per hectare, %age ratio of fish species in same pond for better culture and utilization of floating feed. How to extract natural hormone from the fish itself? How to use the vacant spaces on the bands of the ponds? Training at Fish processing Plant where value added fish products of fresh water are manufactured, first unit of India.	Dr. Sultan Singh (MD) Sultan Fish Seed Farm Village Butana-Nilokheri Karnal- Haryana	M: +91 98120-32544 Email: sfsinfo@gmail.com www.sultanfishseed.com



Add 1 recent
passport
picture here
and write your
name on the
back.



PART 1

1. PERSONAL INFORMATION

The form of your name should correspond exactly with your university degree and your international passport.

Family name: _____

First name(s): _____

male female

Present nationality: _____ Nationality at birth: _____

Date of birth (dd/mm/yyyy): _____ Place of birth: _____ Country of birth: _____

Marital status: single married other _____ Number of children: _____

1.1. Postal addresses

1.1.1. Private address

(Changes in address should be immediately communicated to the course coordinator.)

Street + number: _____

P.O. Box/Postal Bag: _____

Postal code: _____ City: _____

Region: _____

Country: _____

Telephone no. (Country code-area code-number): _____

E-mail (You must provide an e-mail address): _____

1.1.2. Professional address

Institution/organisation: _____

Street + number: _____

P.O. Box/Postal Bag: _____

Postal code: _____ City: _____

Region: _____

Country: _____

Telephone no. (Country code-area code-number): _____

Fax no. (Country code-area code-number): _____

1.2. Person to be contacted in case of emergency

Family name and first name: _____

Relationship to this person: _____

Telephone no. (Country code-area code-number): _____

E-mail address: _____



2. EDUCATIONAL BACKGROUND

2.1. Secondary studies

Name of the institution: _____

Address of the institution: _____

Period of studies: From (dd/mm/yyyy): _____ To (dd/mm/yyyy): _____

Title of degree: _____

2.2. University studies (add a separate sheet if necessary including all information requested hereunder)

2.2.1. Bachelor degree

Name of the University: _____

Address of the University: _____

Type of studies: _____

Duration: From (dd/mm/yyyy): _____ To (dd/mm/yyyy): _____ Part-time Full-time

Official duration of the programme (in academic years): _____

Title of degree: _____

Grade obtained: _____

Official language: _____

Title of dissertation/project: _____

Results or grade: _____



2.2.2. Master degree

Name of the University: _____

Address: _____

Type of studies: _____

Duration: From (dd/mm/yyyy): _____ To (dd/mm/yyyy): _____ Part-time Full-time

Official duration of the programme (in academic years): _____

Title of degree: _____

Grade obtained: _____

Official language: _____

Title of master thesis/test: _____

Year of defence: _____

Results or grade: _____

2.3. Other

Mention other relevant studies, trainings, workshops, etc. which you have followed after your University studies. Add a separate sheet if necessary.

Name of the organising body: _____

Title or topic of workshop/seminar: _____

Duration: From (dd/mm/yyyy): _____ To (dd/mm/yyyy): _____

Title of degree/certificate: _____

Official language: _____



3. PROFESSIONAL EXPERIENCE

Total number of years of professional experience relevant for the programme you apply for: _____

3.1. Current position

Name of the employer: _____

Sector of employment: Higher education Research institute NGO Government International organisation
 Private sector Other (specify): _____

Address of the employer _____

Street + number: _____

P.O. Box/Postal Bag: _____

Postal code: _____ City: _____

Country: _____

Telephone no. (Country code-area code-number): _____

Fax no. (Country code-area code-number): _____

E-mail address: _____

Name of supervisor: _____

Position of supervisor: _____

Title of your position: _____

Duration: From (dd/mm/yyyy): _____ To (dd/mm/yyyy): _____ Part-time Full-time

Give a detailed description of your current position. Add an employer's/supervisor's certificate for this position with a precise description of your professional responsibilities (see also 2.1.). Your employer/supervisor should elaborate on the importance of the programme for your position or for the organisation as a whole.

Demonstrate how your professional experience is relevant for the ITP you are applying for.

Would you have any objection if Sultan Fish Seed Farm contacted your current employer? Yes No



3.2. Previous position

Name of the employer: _____

Sector of employment: Higher education Research institute NGO Government International organisation
 Private sector Other (specify): _____

Title of your position: _____

Duration: From (dd/mm/yyyy): _____ To (dd/mm/yyyy): _____ Part-time Full-time

Give a short description of this previous position.

3.3. Other relevant positions

Add a separate sheet where you list all of your **relevant** previous positions in reversed chronological order. Include all information as requested under 4.2.

4. YOUR MOTIVATION AND FUTURE PLANS

4.1. Why do you wish to attend this particular programme?

- Use a separate sheet of paper.
- Describe your motivation for attending this programme.
- Include a description of your future plans and career aspirations. Explain the importance of the programme in this regard.
- Elaborate on how you will use the acquired skills/knowledge upon return to your country. Explain how the acquired knowledge is useful to your organisation.

Note: Your ability to outline a clear vision on how you will make use of the acquired knowledge is a crucial element for both the academic and, if applied for, the scholarship selection.

5. REFERENCES

5.1. Give the name of two academic or professional referees. State their function and give complete contact details such as telephone number and e-mail address. Join the reference letter, completed and signed by these two referees, in a sealed and signed envelope.

	Name	Institution	Function	Relation to the applicant	Telephone number	E-mail address
1.						
2.						



PART 2

6. FINANCIAL RESOURCES

Are you applying for the SFS Farm scholarship? Yes → go to part 7.1
 No → go to part 7.2

6.1. SFS Farm scholarship applicants

a. Did you apply for a SFS Farm scholarship earlier on?

- Yes: Programme and year:
Outcome of the application:
- No

b. Did you already obtain a scholarship for studying abroad? Yes No

If yes, provide the following information:

- period of scholarship: _____
- awarding institution: _____
- type of studies: _____
- country: _____
- qualification obtained: _____

c. Other financial resources

In case you are academically selected for the programme but not selected for the SFS Farm scholarship, will you be able and willing to attend the programme on your own financial means (self support or other scholarship)? Yes No

d. Will your salary be paid during your absence? Yes No

If yes, which amount will you receive monthly during your studies (in ₹)? _____

6.2. Non-SFS Farm scholarship applicants

Did you apply for a scholarship (other than SFS-Farm)? Yes No

If yes, provide the following information:

- Institution/organisation:
- has your scholarship been granted yet?
 - Yes: add proof
 - No: when will the result of your scholarship application be out? _____

Who will finance (part of) your studies? Employer Family I will Other (specify): _____

For which amount (in ₹)? _____

Will you have other means of income during your studies in India? Yes No

If yes, which amount will you dispose of monthly (in ₹)? _____



7. ADDITIONAL QUESTIONS

7.1. How did you learn about these ITP programmes at Sultan Fish Seed Farm?

- Internet
- Announcement at University
- Announcement at Ministry
- International organisation (specify): _____
- Alumni/graduates
- Other (specify): _____

7.2. Did you already stay abroad for professional reasons before

- Yes
- No

If yes:

When: from _____ until _____

Where? _____

For which purpose? _____

7.3. Is your husband/wife/partner staying abroad at the moment

- Yes
- No

If yes:

When: from _____ until _____

Where? _____

For which purpose? _____

8. ADDITIONAL INFORMATION

Add any information that you deem useful for your application here.



**Sultan Fish
Seed Farm**



9. STATEMENT OF HONOUR BY THE APPLICANT

I hereby certify that the information provided in this application form is accurate and complete. I understand that inaccurate, incomplete or illegible information may affect my enrolment. Misrepresentation of this information is ground for admission denial or even expulsion from Sultan Fish Seed Farm. In case of a SFS Farm scholarship, this will lead to immediate cancellation of the scholarship.

Date: _____

Place: _____

Signature: _____