



**International Institute for Educational Planning
Institut international de planification de l'éducation**

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9 January 2008

Sir/Madam,

**Subject: Invitation for candidatures to the 44th session of the
Advanced Training Programme in Educational Planning and Management
(1 September 2008 – 30 June 2009)**

The mandate and mission of the International Institute for Educational Planning (IIEP) is to help UNESCO Member States strengthen their capacities to plan and manage education. The Advanced Training Programme (ATP) is the most important activity of the Institute to contribute to the development of national capacities. Since 1965, more than 1400 specialists from over 150 UNESCO Member States have been trained through the ATP.

I have the honour of informing you that IIEP is inviting candidatures for its 44th session of the Advanced Training Programme in Educational Planning and Management, scheduled to take place from 1 September 2008 to 30 June 2009. This programme has now been established as a professional programme at the Master's level. I hereby invite you to present qualified candidates to be considered for admission to our training programme by the IIEP Selection Committee. Given the large number of applications, we have requested that each country send no more than four. Furthermore, in order to increase the access of women to this programme, **Member States are strongly encouraged to propose applications from female candidates.**

The enclosed *Official Announcement* provides you with full information on the programme and the qualifications necessary for application. Candidates admitted to the programme will participate, on a full-time basis, in the following two phases of the programme:

Ministers of Education
Member States of UNESCO

**COPY FOR
INFORMATION**

DA/mjb/lm

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Phase I (1-26 September 2008)

In their home countries, prior to coming to Paris, participants will study self-teaching materials sent to them by IIEP. They will prepare a diagnosis of their particular education system and will identify a topic for their research paper/thesis. We would be grateful if you could ensure that admitted candidates are freed from their usual duties in September 2008 in order to complete the preparatory work leading to Phase II at IIEP in Paris.

Phase II (29 September 2008 to 30 June 2009)

The training in Paris is comprised of a Common Core and a Specialization Phase. The programme also includes two study visits, in France and in a Member State of UNESCO and the submission of a Master's thesis.

Certification

The Advanced Training Programme normally leads to the participants obtaining the IIEP Master's degree. Depending on the results achieved, certain participants obtain the IIEP Diploma. All participants obtain a certificate of participation.

Selection process

Applications are examined by a Selection Committee which takes into account the applicant's academic qualifications, age, professional experience, and an assurance by the present employer that upon completion of the programme, he/she will be reinstated in his/her job. The Committee strives for an equitable geographical and linguistic distribution among Member States and pays special attention to female candidates and the needs of least-developed countries.

Candidates are informed of the decision of the Selection Committee as of May 2008 through the National Commission for UNESCO. All admitted candidates are expected to report to IIEP on Monday 29 September 2008.

Costs and financing

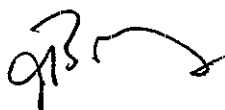
Although IIEP covers most of the training costs, partial financial participation is nevertheless requested to finance certain pedagogical costs, as well as living expenses in Paris representing a total of €22,500 (twenty-two thousand and five hundred euros). Please find attached the *Financial Appendix* for details. In addition, participants must foresee the cost incurred by a round-trip air ticket.

As the process of obtaining fellowships is often long and complex, it is strongly recommended that fellowship requests to the concerned agencies be made well in advance by the authorities presenting the candidates (please see the attached *Note on Fellowships*).

Deadline for applications – 3 March 2008

In order to allow for the normal process of review, selection and notification, application forms, duly completed and bearing an official declaration by the candidate's national authority (Employer/National Commission), must reach IIEP **by the 3rd of March 2008**.

Should you need additional clarification, I shall be pleased to provide you with further information. Accept, Sir/Madam, the assurances of my highest consideration.



Mark Bray
Director

Encl.: 3 copies of the *Official Announcement*
 3 copies of the *Application Form*
 3 copies of the *Financial Appendix*
 3 copies of the *Note on Fellowships*