



International Hydrological Programme

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PROGRESS REPORT ON COOPERATION OF THE UNESCO-IHE INSTITUTE FOR WATER EDUCATION WITH THE INTERNATIONAL HYDROLOGICAL PROGRAMME (IHP) OF UNESCO¹

Item 6.1 of the provisional agenda

Summary

This progress report covers the most recent developments concerning UNESCO-IHE, particularly with respect to its linkages to IHP, noting that the process for renewal of the with the Operational and Cooperation Agreements with UNESCO, scheduled to expire after five years, should be completed by 30 April 2008.

The Bureau is requested to take note of these developments and to study and endorse the principles of the 'Proposal for a UNESCO Tertiary Water Education Grants Programme' contained in the Annex.

¹ Document prepared and submitted by the UNESCO-IHE Institute for Water Education

1. Since the entry of IHE into UNESCO in 2003, both UNESCO and the Government of the Netherlands have stressed the importance of creating synergy and close cooperation between the work of the Institute and that of other UNESCO water programmes, notably the IHP. Recent IHP Bureaux and Councils, as well as the UNESCO General Conference have addressed this issue, with emphasis on developing a network of UNESCO water centres, capitalizing on the services which UNESCO-IHE can provide Member States by trying to provide fellowships to students from developing countries, and by tapping UNESCO-IHE expertise to further the goals of the IHP. This report summarizes the main accomplishments in this regard, as well as provides an update of the status of other items of relevance to the UNESCO-IHP/UNESCO-IHE relationship.

INSTITUTIONAL AGREEMENTS

2. In March 2003, a Seat Agreement, and an Operational Agreement were signed by UNESCO and the Government of the Netherlands, and a Cooperation Agreement signed by UNESCO and the IHE Delft Foundation. The Operational and Cooperation Agreements will expire on 30 April 2008, whereas the Seat Agreement remains in force indefinitely. After consideration of document 34 C/47 analyzing key issues related to the long-term financial viability of the Institute, the 34th session of the UNESCO General Conference held in October 2007 authorized the Director-General (Resolution 23) “to renew the Operational Agreement [...] for a period of five years (2008-2012) , provided that no cost of financial risk is incurred by the Organization, and before the expiry date of the current agreement (1 May 2008) The renewed Cooperation Agreement will be signed simultaneously with the Operational Agreement as they are inter-linked. The Director-General has appointed an Intersectoral Task Force chaired by the Deputy Director-General to prepare these two agreements.

EVALUATION

3. As per the Statutes of the UNESCO-IHE Institute for Water Education, an external evaluation of UNESCO-IHE was conducted in 2007 by UNESCO and the Government of the Netherlands. Thirteen recommendations were made. The full report is available at <http://www.unesco.org/ios>.

4. The evaluation was unambiguous about the valuable contributions of UNESCO-IHE to the broader UNESCO objectives, in particular those related to water education, research, capacity building, partnerships and networks for sustainable development. A number of recommendations touch on aspects of governance, the alumni network, research, and academic programmes, which the Institute will take up as part of implementing its Strategic Plan for 2008-2013. The report is critical with regard to the integration of the entirely extrabudgetary UNESCO-IHE in UNESCO and proposes that “a joint task force formulates a plan for a better integration and linkage between UNESCO and UNESCO-IHE”.

5. The evaluation recommended, *inter alia*, that the annual grant from the Dutch Ministry of Education, Culture and Science be increased by € 2.5 million. In support of this proposed increase, UNESCO-IHE has prepared an action plan which foresees € 0.2 million per year for facilitating cooperation between UNESCO-IHE and UNESCO-IHP and for strengthening the role of UNESCO-IHE in the UN-system.

WORK PLAN FOR TERTIARY WATER EDUCATION

6. As a follow-up to the evaluation of UNESCO-IHE, the Institute developed an Action Plan which addresses all 13 recommendations of the external evaluation. The Plan of Action has been submitted to both UNESCO (IOS and IHP) and the Netherlands Ministry of Education, Culture and Science (OCW). Both institutions have endorsed the document.

7. The Plan of Action outlines the ambition of the Institute to enhance its role in contributing to the water education mandate of UNESCO and in particular of UNESCO-IHP as well as to improve its overall integration into the UN system. One of the actions underway is to prepare a "Work Plan for Tertiary Water Education" to be undertaken within the framework of the UN Decade on Education for Sustainable Development.

8. In the first months of 2008, UNESCO-IHE and the IHP Secretariat have worked closely together to prepare a draft Work Plan for Tertiary Water Education. This work plan outlines the role of UNESCO-IHE in IHP's 'Thematic Programme on Education for Sustainable Water Management' (IHP VII), which in turn is part of the UN Decade on Education for Sustainable Development (2005 – 2014). This work plan should be seen as a major vehicle for the integration of UNESCO-IHE in the UN-system. It foresees four main actions:

- 1) the creation of a 'UNESCO Tertiary Water Education Grants Programme';
- 2) the implementation of a global water education needs assessment;
- 3) stock-taking of best practices in tertiary water education. This will include the organization of a series of regional workshops. UNESCO-IHE will host and coordinate the workshop for Europe and North America;
- 4) the dissemination of abovementioned best practices to relevant stakeholders and media.

9. One idea is to create a 'UNESCO Tertiary Water Education Grants Programme'. A draft proposal has been developed for IHP to fund 5 fellowships per year for students following an MSc programme at UNESCO-IHE. The intention is to attract donations from Member States in the coming years.

10. The draft work plan, annexed herewith, will be discussed in the IHP Bureau meeting from a technical feasibility point of view and, if so decided, submitted to the IHP Council for their consideration and action.

GOVERNANCE

11. The Chairman of the UNESCO-IHE Governing Board, Mr. Chris Kalden, resigned in November 2007. He was replaced by Ms. Margreeth de Boer, former Dutch Minister for Housing, Spatial Planning and Environment from 1994 to 1998, Member of Parliament, Mayor of the city of Leeuwarden, and presently chair of Wetsus (centre of excellence on water technology) and Vice-President of the National Advisory Committee on Water, chaired by the Dutch Crown Prince.

PARTICIPATION IN OTHER UNESCO-IHP PROGRAMMES

12. UNESCO-IHE is an active player in UNESCO-IHP's programme 'From Potential Conflict to Cooperation Potential' (PCCP) and in the Ecohydrology programme. IHE and IHP have also jointly developed and offered a course on the history of water management. This course was delivered in Delft in 2007.

WORLD WATER DEVELOPMENT REPORT/WORLD WATER FORUM

13. UNESCO-IHE was responsible for Chapter 13 - 'Enhancing Knowledge and Capacity' -of the second World Water Development Report (WWDR-2). For the WWDR-3, UNESCO-IHE is coordinating the inputs on two themes: 1) capacity development, and 2) innovative learning. UNESCO-IHE and UNESCO-IHP intend to present the findings at the 5th World Water Forum in Istanbul in 2009, and to participate in the World Water Fair.

COLLABORATION WITH EXISTING AND PROPOSED UNESCO CATEGORY 2 CENTRES

14. UNESCO-IHE has been an active participant in developing the strategy for UNESCO's category 1 and 2 water centres. The Bureau has been informed of the establishing of this network at previous sessions.

15. At present, UNESCO-IHE is collaborating with a number of UNESCO's category 2 centres as follows:

- with CINARA (Colombia), that is foreseen to host the category 2 Regional Centre on Urban Water Management for Latin America and the Caribbean, UNESCO-IHE has a long-standing cooperation in capacity building and research. UNESCO-IHE has in the past decade set-up an MSc programme at CINARA in the field of Water Supply and Environmental Sanitation. CINARA and UNESCO-IHE presently cooperate in a project that develops training capacity in water management in Guatemala and have regular exchange of researchers. CINARA is also member of the UNESCO-IHE Partnership for Water Education and Research (PoWER).
- RCUWM (Iran): the Rector of UNESCO-IHE is member of the Governing Board of the Regional Centre on Urban Water Management in Tehran. RCUWM is also member of PoWER.
- ICHARM (Japan): the Rector of UNESCO-IHE is member of the Governing Board of the International Centre for Water Hazard and Risk Management. Both institutes cooperate in fields related to Water & Climate. There is an annual exchange of guest lecturers and an MoU is currently being developed to stimulate joint education and research, notably on the development of a Flood Hazard index.
- ITAIPU (Brazil): UNESCO-IHE is providing assistance to ITAIPU Binacional that will host the approved category 2 Centre on Hydroinformatics in the training of their staff and setting-up a local training facility. One short course was offered by UNESCO-IHE in Brazil in 2007.
- Dundee (United Kingdom): UNESCO-IHE developed together with the IHP-HELP Centre for Water Law, Policy and Science at the University of Dundee an MSc programme on Water Conflict Management. The programme will start in October 2008.
- Proposed category 2 centre HidroEx (Brazil): UNESCO-IHE is developing a work plan for the cooperation with the HidroEx Institute for Applied Water Sciences in Belo Horizonte. UNESCO-IHE signed an MoU with the State of Minas Gerais and organized a three-week training/study tour for water professionals from Minas Gerais in March 2008. It is anticipated that the cooperation will include a fellowship scheme for Brazilians, Latin Americans and Portuguese-speaking Africans for studies at UNESCO-IHE.

ANNEX

PROPOSAL FOR A UNESCO TERTIARY WATER EDUCATION GRANTS PROGRAMME (UNESCO-TWEGP) FIRST PHASE (2008-2013) DRAFT version 1.0 (March 2008)

1. Objectives

- 1.a. The overall objective of the UNESCO Tertiary Water Education Grants Programme (UNESCO-TWEGP) is to strengthen the capacities of human resources working on water issues in UNESCO Member States in support of the Millennium Development Goals (MDGs) and within the frameworks of the United Nations Decade of Education for Sustainable Development (DESD) and the International Decade for Action: Water for Life. This strategy also responds to the calls by the Member States that UNESCO-IHE undertakes activities to ensure its full integration into the UNESCO system. The immediate objectives, for 2008-2013, are:
- 1.a.i. to train at UNESCO-IHE a minimum of 15 water professionals from UNESCO Member States at MSc level.
 - 1.a.ii. to produce a minimum of 15 research reports on topics of direct relevance to the MDGs and to the objectives of IHP.
 - 1.a.iii. to support PhD students and the participants of short-courses and web-based courses on freshwater issues.
 - 1.a.iv. to transform the first phase of this activity into a UNESCO Tertiary Water Education Grants Programme running on a continuous basis, from 2014 onwards.

2. Description of activity

- 2.a. The UNESCO-TWEGP is a capacity building activity responding to the MDGs targets and DESD objectives, which directly addresses one of the main challenges for UNESCO as identified in the Medium-Term Strategy for 2008-2013, namely to build capacities to manage water through the mobilization of science knowledge (34/C4 overarching objective 2). The activity offers water professionals from UNESCO Member States the possibility to pursue an MSc degree at UNESCO-IHE in a field directly relevant to the MDGs and to the objectives of the 7th phase of IHP (2008-2013).
- 2.b. For this purpose, UNESCO-IHP, via contributions from the amounts of the IHP budget decentralized to UNESCO Field Offices for the implementation of the programme, will make available a minimum of fifteen (15) 18-month MSc grants, distributed over three (3) biennia. The first batch of MSc students will enroll in October 2008 and the last batch foreseen in this activity in October 2012. At the end of the activity, the water professionals that have completed their studies at UNESCO-IHE will have returned to their home country to contribute to water sector development. Each student will have completed a 6-month research period and produced a research report on a topic matching the focal-areas of the 7th phase of IHP.
- 2.c. The UNESCO-TWEGP will accept extrabudgetary funds for additional MSc grants or to support PhD students and the participants of short-courses and web-based courses on freshwater issues.
- 2.d. The UNESCO-TWEGP for MSc programmes will be publicly announced and consider applications from National Commissions for UNESCO, via the IHP National Committees. The selection of participants will be subsequently done by UNESCO-IHE and UNESCO-IHP, following specific criteria described in detail in section 5. UNESCO-IHP will also submit research topics that can be taken up by students in the research phase of their studies, and may serve on thesis review committees when appropriate.

3. Outputs

- 3.a. The project will have the following outputs:
- 3.a.i. A minimum of 15 water sector professionals from UNESCO Member States trained and graduated with a UNESCO-IHE MSc degree in a field of direct relevance to IHP.
 - 3.a.ii. A minimum of 15 research reports on topics related to IHP.

- 3.a.iii. An undefined number of water sector professionals from UNESCO Member States trained and graduated with a UNESCO-IHE PhD degree in a field of direct relevance to IHP; the number being defined by the amount of extra-budgetary contributions.
- 3.a.iv. An undefined number of water sector professionals from UNESCO Member States trained in short-courses and web-based courses on freshwater issues; the number being defined by the amount of extra-budgetary contributions.
- 3.a.v. A framework for continuation of the first phase UNESCO-TWEGP on a continuous basis from 2014 onwards.

4. Operational Rules

- 4.a. The following operational rules apply to UNESCO-TWEGP selection procedure, funds allocation and use:
 - 4.a.i. The grants will be advertised, mentioning the selection criteria and the application and selection process.
 - 4.a.ii. In the application procedure described in section 6, the endorsement of the IHP National Committee can be exceptionally replaced by the endorsement of the UNESCO National Commission or of the Permanent Delegation of the Member State to UNESCO.
 - 4.a.iii. UNESCO-IHE will assist successful candidates to obtain travel visa and residence permits.
 - 4.a.iv. The funds for the MSc programme, usually originating from the regular IHP budget decentralised to UNESCO Regional Offices or from extrabudgetary contributions, will be reserved for the UNESCO-TWEGP at the beginning of the 2008-2009, 2010-2011 and 2012-2013 biennia. and provided to UNESCO-IHE will send quarterly invoices to UNESCO-IHP, up to a previously agreed amount, as a lump-sum as described in sections 7 and 8.
 - 4.a.v. The funds originating from extrabudgetary contributions for PhD's, short-courses and web-based courses will can be provided to UNESCO-IHE at any stage soon after the credit of such funds by donors, for which purpose UNESCO-IHE will invoice UNESCO-IHP up to a previously agreed amount.
 - 4.a.vi. UNESCO-TWEGP can be provided to beneficiaries of other scholarships, such as national fellowship programmes, provided that the funds are not used for the same purpose. The UNESCO-TWEGP funds can only be used for the items described in 8.a that are not covered by the other scholarship.
 - 4.a.vii. A clause will be added to the grant contract to partially recover funds in case of early termination.

5. Selection Criteria

5.a. MSc candidates

The following criteria will apply for the selection process of candidates from regular funds:

- 5.a.i. Candidates must fulfill the UNESCO-IHE admission requirements (see annex 1) and their application to a course must have been provisionally accepted by UNESCO-IHE before they apply to the fellowship.
- 5.a.ii. Candidates must be willing to select a research topic within the focal areas of the strategic plan for IHP and with direct interest to IHP in their region.
- 5.a.iii. Candidates must have their application endorsed by the respective IHP National Committee, or exceptionally by the UNESCO National Commission or the Permanent Delegation of the Member State to UNESCO.
- 5.a.iv. Candidates must be aged between 25 and 40 years.
- 5.a.v. Candidates must intend to work in their country of origin for at least three years following completion of their scholarship.
- 5.a.vi. Preference will be given to candidates working in the public water sector, or in teaching and research institutions.
- 5.a.vii. Preference will be given to nationals of developing countries.

- 5.a.viii. Preference will be given to applicants of the gender that is least represented in the water sector in their region.
- 5.a.ix. Grants should be equally distributed among different regions.

In the case of MSc grants entirely funded from extra-budgetary sources, the application of criteria 5.a.iv to 5.a.ix, may be revised and additional criteria may be agreed between IHP, UNESCO-IHE and the donor.

5.b. PhD candidates

The criteria applicable for the selection process for PhD candidates, which can only be funded from extra-budgetary sources, consists on criteria 5.a.i to 5.a.iii plus additional criteria agreed upon between IHP, UNESCO-IHE and the donor. If the donor does not object to criteria 5.a.iv to 5.a.ix, these will also be applicable. The donor may express a preference for a specific research topic that should be consistent with the focal-areas of IHP. The full list of applicable selection criteria will be made available at the announcement of the scholarship.

5.c. Short-courses and web-based courses

The criteria applicable for the selection process for candidates to short-courses and web-based courses, which can only be funded from extra-budgetary sources, consists of criteria 5.a.i to 5.a.iii plus additional criteria agreed upon between IHP, UNESCO-IHE and the donor. If the donor does not object to criteria 5.a.v to 5.a.viii, these will also be applicable. The full list of applicable selection criteria will be made available at the announcement of the scholarship.

6. Application and selection process

- 6.a. The selection of candidates for scholarships for the MSc programme will be made by the Member States, UNESCO-IHE and UNESCO-IHP, in accordance with the following steps, to start in 2009:

6.a.i. Candidates

Candidates should apply for the UNESCO-TWEGP via their IHP National Committee. For this purpose, candidates should submit the following documents to the IHP National Committee before a date stipulated in the grants announcement (usually the end of February):

- a covering letter requesting to be considered for the UNESCO-TWEGP
- photocopies of the application documents sent to UNESCO-IHE (see annex 2)
- a provisional admission letter from UNESCO-IHE

In the application form for a course sent to UNESCO-IHE, candidates must inform about their intention to apply for the UNESCO-TWEGP and authorize UNESCO-IHE to share their data with UNESCO-IHP for the purposes of the UNESCO-TWEGP.

6.a.ii. IHP National Committee

The IHP National Committee reviews the application form of potential candidates and if appropriate issues a request letter, to be submitted to the UNESCO-IHP Secretariat (Paris) before a date stipulated in the grants announcement (usually the end of April each year). This letter should specify the following information:

- A list with the name(s) of the candidate(s), their place(s) and date(s) of birth, and the name of the course each candidate is applying for,
- A statement that, to their best knowledge, the application(s) meets the selection criteria described in 5.a.ii and 5.a.v,
- A request for the Secretary of UNESCO-IHP to consider the applicant(s) as a candidate(s) to the UNESCO Tertiary Water Education Grants Programme.

6.a.iii. Short-listing (UNESCO-IHE)

Usually before the end of March each year, UNESCO-IHE will send UNESCO-IHP a list of the candidates that have received a provisional admission letter for the purposes of the UNESCO-TWEGP and provide detailed information on their academic potential. This list should contain a minimum of 2 candidates per scholarship available per geographical region.

In the case of candidates to be supported from extrabudgetary funds, UNESCO-IHE may consult with the donor during this phase.

6.a.iv. Final Decision (UNESCO-IHP)

UNESCO-IHP, generally through the IHP Regional Hydrologists, will select a predetermined number of candidates based on the requests by the Member States and the information provided by UNESCO-IHE. The final decision is usually made in June. The names of the successful candidates will be communicated to UNESCO-IHE, who will notify the candidates.

- 6.b. For the MSc programme in 2008 only, in order to allow a timely notification of the candidates following the approval of the UNESCO-TWEGP by the IHP Council, the following procedure will be adopted:
- 6.b.i. From the near 1500 applications UNESCO-IHE receives every year for MSc programmes, UNESCO-IHE will shortlist a minimum of 4 candidates per scholarship available per geographical region, based on criteria 5.a.i, 5.a.iv, 5.a.vi, 5.a.vii, 5.a.viii, 5.a.ix and the strategic programme for IHP-VII. The details of the applicants will be sent to UNESCO-IHP before mid June 2008. UNESCO-IHE will contact the applicants beforehand to confirm their intention to apply to UNESCO-TWEGP.
- 6.b.ii. UNESCO-IHP will request the endorsement of the applications by the IHP National Committees or exceptionally by the Permanent Delegations to UNESCO. The candidates selected from the endorsed applications will be offered a grant on the condition that they are willing to fulfill criteria 5.a.ii and 5.a.v. UNESCO-IHP will provide a list of successful applications to UNESCO-IHE in July 2008.
- 6.c. The selection of candidates for scholarships for the PhD programme, short-courses and web-based courses will be made by the Member States, UNESCO-IHE and UNESCO-IHP, in accordance with the step 6.a.i above, with flexibility regarding the dates. For the final decision, the Secretary of UNESCO-IHP and the Director of UNESCO-IHE nominate a selection committee that will review the applications from candidates and letters from Member States. UNESCO-IHE may consult with the donor during this phase. UNESCO-IHE will notify successful candidates.

7. Timetable for project implementation

June 2007:	Welcome of the UNESCO-TWEGP by the IHP Bureau
March 2008:	Endorsement of the UNESCO-TWEGP by the IHP Bureau
June 2008:	Approval of the UNESCO-TWEGP by the 18 th session of the IHP Intergovernmental Council

(An exceptional application and selection procedure will be used in 2008, the first year of operation, as there would be no opportunity to advertise the programme prior to its approval by the 18th session of the IHP Intergovernmental Council in early June 2008)

June 2008:	UNESCO-IHE will shortlist applications
July 2008:	UNESCO-IHP, through its Regional Hydrologists, in consultation with IHP National Committees or Permanent Delegations to UNESCO, will select applications.
October 2008:	Start of the course for MSc students at UNESCO-IHE Programme is advertised
March 2009/12:	Deadline for MSc grants candidates to submit applications to the IHP National Committees
May 2009/12:	Deadline for IHP National Committees to submit MSc grants applications to UNESCO-IHP

June- July 2009/12:	Selection of MSc grants applicants by UNESCO-IHP and UNESCO-IHE
October 2009/12:	Start of the grants for MSc students at UNESCO-IHE
June- September 2010/13:	Selection of research topics by UNESCO-IHP and UNESCO-IHE
April 2010:	Graduation of the first batch of MSc students with IHP grants
April 2014:	Graduation of the last batch of MSc students under the first phase of UNESCO-TWEGP

8. Budget and payment schedule

The budget required for the implementation of this project amounts to the equivalent of €38,500 per each 18 months MSc grant (at 2008 costs). The budget required for PhD programmes, short-courses and web-based courses grants will be completely extrabudgetary and will be defined in a case-by-case basis by UNESCO-IHP in close consultation with UNESCO-IHE.

- 8.a. The grant covers, in the case of MSc programmes, the following items:
- 8.a.i. Tuition fee²
 - 8.a.ii. Insurance³
 - 8.a.iii. Field trip fee
 - 8.a.iv. Book allowance
 - 8.a.v. Lecture notes
 - 8.a.vi. Printing of thesis
 - 8.a.vii. Application MVV (temporary residence permit)
 - 8.a.viii. Registration with Alien Police
 - 8.a.ix. Extension of Residence Permit
 - 8.a.x. Monthly allowance⁴
 - 8.a.xi. Personal allowance
 - 8.a.xii. Extra allowance during field trips
 - 8.a.xiii. International airfare from the Member State of the applicant to Holland (Schiphol)
 - 8.a.xiv. Travel from Schiphol to Delft
- 8.b. The items covered by grants for PhD programmes, short-courses and web-based courses will be agreed by UNESCO-IHP and UNESCO-IHE in a case-by-case basis.
- 8.c. UNESCO-IHP and the concerned UNESCO Field Offices from each region will transfer to a budget line under UNESCO-IHP UNESCO-IHE as a lump-sum corresponding to the following amounts grants before the following dates:
- 15 August 2008 – the amount corresponding to a minimum of 5 full MSc grants for the batches of 2008 and 2009
 - 15 August 2010 – the amount corresponding to a minimum of 5 full MSc grants for the batches of 2010 and 2011
 - 15 August 2012 – the amount corresponding to a minimum of 5 full MSc grants for the batch of 2012

² The tuition fee is fixed for the 18-months MSc programme. In case the participant requires additional time to complete the MSc programme, the participant will be charged an extra amount per month. The tuition fee includes introductory days and handling fee.

³ Additional costs for insurance and allowance will have to be borne by the participant in case the MSc programme is not completed in 18 months.

⁴ Including accommodation. Cost increases when the candidate is joined by his/her family can only be partially and exceptionally be covered by UNESCO-TWEGP and only when UNESCO-TWEGP is used in combination with other grant schemes.

- 8.d. The programme will be managed by UNESCO-IHE as a task delegated by UNESCO-IHP. UNESCO-IHE will disburse the allowances to the students on a monthly basis in agreement with the rules and regulations that apply to the regular UNESCO-IHE MSc programmes. Funds provided to the UNESCO-TWEGP will be added to the total funds made available under to UNESCO-IHE upon the receipt of invoices and be made available to the funding of grants without any additional costs for administration, handling or management. For this purpose, UNESCO-IHE will invoice IHP, up to a previously agreed amount corresponding to the total of grants available from regular and extrabudgetary budgets for each academic year, before the following dates:
- 1 March of 2009, 2010, 2011, 2012, and 2013
 - 1 June of 2009, 2010, 2011, 2012, and 2013
 - 1 September of 2008, 2009, 2010, 2011, and 2012
 - 1 December of 2008, 2009, 2010, 2011, and 2012
- 8.e. In the case of combination of scholarships by the recipient or of early termination, UNESCO-IHE will return to the grant programme funds, at the earliest time possible, the unused portion of the amounts stipulated above.

Annex 1: Admission criteria for UNESCO-IHE programmes

Admission requirements for Master programmes

- BSc degree or equivalent qualification in a relevant subject from a recognized university.
- Two to three years of practical or research work experience.
- Good understanding of English language (not required for native English speakers).

Admission requirements for the PhD programme

The main requirement for a PhD study at UNESCO-IHE is that candidates should hold an UNESCO-IHE MSc degree with high qualification. An MSc degree from another university or institute, equal to the standard of UNESCO-IHE, may also be acceptable. If a candidate is not yet in the possession of an MSc degree, but has an interesting research proposal and proven track record, he or she may be admitted to the UNESCO-IHE MSc programme first, as part of and in preparation for the PhD research.

PhD candidates will only be accepted after their research proposal has been approved by UNESCO-IHE's Academic Board. The PhD degree of UNESCO-IHE is awarded jointly with a relevant Dutch University, which ensures that it is embedded in the prevailing higher education legislation. Full details of the admission requirements for the PhD programme are provided in the UNESCO-IHE STEP Procedure and PhD Handbook.

Admission requirements for short courses

Admission requirements include a university or Bachelor of Science (BSc) degree, a number of years of experience and a good command of the English language.

Admission requirements for online courses

Admission requirements include a university or Bachelor of Science (BSc) degree, a number of years of experience and a good command of the English language.

Annex 2: Application documents for UNESCO-IHE programmes

Application documents for Master programmes

In order to consider an application for admission to the following documents are required:

- Completed UNESCO-IHE application form for master programme;
- CV
- Certified copy of BSc degree
- Certified copy of transcript of BSc degree
- Two reference letters (preferably one from the university where you studied and one from your present employer)
- If applicable: results of TOEFL or IELTS English language test