

**Compendium of WMO Fellowships and Training Opportunities,
Requirements and Guide for Application**

2017

<http://www.wmo.int/pages/prog/dra/documents/Compendium-2017.pdf>

(Second Edition)

November 2016

Annex A: Steps to be taken in submitting recommendations for training and fellowships

Step 1: Complete Annex B (Parts 1, 2 & 3) as a prerequisite for requesting any WMO fellowship or training sponsorship for your candidate

Step 2: Check for available fellowship and training opportunities in Annexes C & D

Step 3: Read through the criteria for the award of WMO fellowships in Annex E

Step 4: Read through Guide on considerations for preparing a Fellowships Nomination Form (FNF) in Annex F and Guide on How to Make a Nomination for a Short-term Training Course in Annex G

Step 5: Proceed with a decision on submission of request after due scrutiny of your candidate(s) to ensure suitability for any of the available opportunities

Annex B: Annual Survey on the Promotion of Training Opportunities by the World Meteorological Organization

Part 1

(To be completed annually prior to request of WMO sponsorship for training)

Please note that this Part-1 can also be submitted online at:

<https://form.jotformeu.com/wmoetr/survey-on-human-resources-status>

Name of Member/Country: _____

1. Give the number of NMHS staff in the following age categories	Less than 20 years	20-30 years	30-40 years	40-50 years	Over 50 years
2. What is the gender distribution of your staff (please give numbers)		Male		Female	
	3. Give the number of staff working in the following areas	4. Mark (x) against the areas you seriously need capacity strengthening	5. Give the number of people in these job categories in need of training	6. Give the number of staff who are due to retire in 5 years from now	
Management					
Meteorologist (M)					
Meteorological Technician (MT)					
Hydrologist (H)					
Hydrological Technician (HT)					
Climatologist/Climate Services					
Researchers					
Support Staff					
Other					
7. Indicate the number of experts expected to be trained in 2017 through the support of these various sources		Government	Project funds	WMO	Other scholarships
8. List in order of priority the 4 areas where you need training (e.g. forecasting, agrometeorology, instrumentation, etc.)		1st Priority	2nd Priority	3rd Priority	4th Priority
9. Is there a strategic plan for your NMHS? (Please mark (x) Yes or No)				Yes	No
10. If the answer to #9 above is "Yes, please give a summary of the strategic plan in the space below (not more than 300 words):					

Part 2

(Indication of request for fellowship of for one month and above)*

	Name of Nominee	Gender	Date of Birth	Highest Qualification	Current Position	Please state the field of specialty where training is required	Estimated duration of the required training
1.							
2.							
3.							
4.							
5.							
6.							

Part 3

(Indication of request for very short term training support (a few days to less than one month))*

	Name of Nominee	Gender	Date of Birth	Highest Qualification	Current Position	Please state the field of specialty where training is required	Estimated duration of the required training
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
If needed, fill in this section to make more requests							

***IMPORTANT:** WMO Secretariat will screen the requests in Part 2 and Part 3; and request shortlisted candidates to complete specific nomination form(s). On the average, between 2 and 6 per country could benefit from WMO fellowships and training sponsorships annually. WMO may send any request if it cannot meet to other cooperating partners for consideration, and you will be informed of where such request is channeled (e.g. Government funding agencies and institutions, UN agencies, special projects).

Annex C: Partners and summaries of agreements on fellowship collaboration

C1.1 China Scholarship Council, P. R. China

1	Host Country	China
2	Host institution(s)	1. Nanjing University of Information Science and Technology(NUIST); 2. Hohai University(Hohai)
3	Website	http://www.campuschina.org
4	Location of Institution(s)	Nanjing, P.R.China
5	Address of Institution	Refer to NUIST and Hohai University
7	Course type	BSc and MSc programme in meteorology and hydrology
8	Faculty/Departments/Majors	Meteorology, Hydrology and Water Resources Monitoring & Management
9	Duration of study	BSc: 5 years (including one year Chinese language study); MSc: 2 to 4 years
10	Course start and end date if applicable	September - July every year
11	Target Region and countries	Least Developed and Developing countries
12	Fellowship summary	Tuition waiver, accommodation, and medical insurance
13	Basic Requirements	BSc candidates: Must be younger than 25 years of age on 1 September of the commencement year of study (exclusive); For MSc candidates: Must be younger than 35 years of age on 1 September of the commencement year of study (exclusive); Must hold a BSc degree; For PhD candidates: Must be younger than 40 years of age on 1 September of the commencement year of study (exclusive); Must hold a MSc degree.
14	Language	BSc in Chinese MSc can be in English or in Chinese, IELTS of 6.0 is recommended
15	Number of awards per year (or per course)	15
16	Institution Online application	Mandatory
17	Admission from Institution	Optional
18	Application forms send to WMO	1.WMO FNF 2. Copy of the completed CSC online application from
19	Applications close date	January 31, 2017

C1.2 Nanjing University of Information Science and Technology, P.R. China

1	Host Country	China
2	Host institution(s)	Nanjing University of Information Science and Technology(NUIST)
3	Website	http://www.nuist.edu.cn ; http://www.globenuist.cn
4	Location of Institution(s)	Nanjing, P.R. China
5	Address of Institution	219 Ningliu Road, Nanjing, Jiangsu Province
7	Course type	MSc and PhD Programs
8	Faculty/Departments/Majors	Master Programs: 1. Applied Meteorology 2. Environmental Meteorology PhD Programs: varies of meteorological and environment related subjects, please refer to the website
9	Duration of study	MSc Programs-2 years; PhD Programs-3 years
10	Course start and end date if applicable	Master Programs: September - June PhD Programs: September - June
11	Target Region and countries	Least Developed and Developing countries
12	Fellowship summary	Tuition, accommodation and stipend.
13	Basic Requirements	Applicants shall have bachelor's degree or master's degree in meteorology or related fields with good academic quality and research ability, have a good mastery of English and must be recommended by WMO. MSc candidates must be less than 36 years old on 1 September of the year they commence studies; PhD candidates must be less than 41 years old on 1 September of the year they commence studies.
14	Language	English, IELTS of 6.0 is recommended
15	Number of awards per year (or per course)	10
16	Institution Online application	Optional
17	Admission from Institution	Recommended
18	Application forms send to WMO	1. WMO FNF; 2. Admission letter (recommended)
19	Applications close date	January 31, 2017

C1.3 Hohai University, China

1	Host Country	P. R. China
2	Host institution(s)	Hohai University
3	Website	http://ie.hhu.edu.cn/
4	Location of Institution(s)	Nanjing, P.R.China
5	Address of Institution	No.1, Xikang Road, Gulou District, Nanjing, China
7	Course type	MSc or PhD Program
8	Faculty/Departments/Majors	<ol style="list-style-type: none"> 1. Hydrology and Water Resources 2. Agriculture Engineering 3. Water Conservancy and Hydropower Engineering; 4. Harbor, Coastal and Offshore Engineering
9	Duration of study	3 years
10	Course start and end date if applicable	September - July
11	Target Region and countries	Least Developed and Developing countries
12	Fellowship summary	Tuition, accommodation and stipend.
13	Basic Requirements	Applicants shall have bachelor's degree or master's degree in meteorology or related fields with good academic quality and research ability, have a good mastery of English and must be recommended by WMO. MSc candidates must be less than 36 years old on 1 September of the year they commence studies; PhD candidates must be less than 41 years old on 1 September of the year they commence studies.
14	Language	English, IELTS of 6.0 is recommended
15	Number of awards per year (or per course)	10
16	Institution Online application	Optional
17	Admission from Institution	Optional
18	Application forms send to WMO	<ol style="list-style-type: none"> 1. WMO FNF 2. Pre-admission letter(recommended)
19	Applications close date	January 31, 2017

C2 WMO-Ecole Nationale de la Météorologie (ENM), Toulouse, France

1	Host Country	France
2	Host institution(s)	ENM/Météo-France
3	Website	http://www.enm.meteo.fr/
4	Location of Institution(s)	Toulouse, France
5	Address of Institution	42, avenue Gaspard Coriolis-BP 45712 31057 TOULOUSE Cedex 1 FRANCE
7	Course type	1. Engineer and Technician courses (BIP-M and BIP-MT) 2. MSc in Meteorology and Climate Sciences 3. Specialized training 4. Vocational training 5. Meteorology and Management
8	Faculty/Departments/Majors	Meteorology and Climate
9	Duration of study	1 week to 3 years
10	Course start and end date if applicable	Variable (check website)
11	Target Region and countries	Least Developed and Developing countries (check website)
12	Fellowship summary	Tuition, stipend and medical insurance depends
13	Basic Requirements	Proficiency in the course language Variable depending on programmes For continuing education, there is a candidacy period. (check website)
14	Language	French, except one Weather forecasting course in English
15	Number of awards per year (or per course)	Variable
16	Institution Online application	N/A
17	Admission from Institution	Mandatory 1. Motivation letter signed by PR, to be sent to ENM (enm.fr@meteo.fr), 2. Registration form to be found on the website at the end of the “Catalogue des Formations”, 3. Complete resume, 4. Copy of passport
18	Application forms send to WMO	1. WMO FNF 2. Admission letter of ENM
19	Applications close date	Variable (check website)

C3 Leibniz Universität Hannover, Hannover, Germany

1	Host Country	Germany
2	Host institution(s)	Institute for Water Resources Management, Leibniz Universität Hannover
3	Website	http://www.watenv.de
4	Location of Institution(s)	Hannover, Germany
5	Address of Institution	Appelstr. 9A, 30167 Hannover
7	Course type	MSc programme
8	Faculty/Departments/Majors	1. Sanitary Engineering 2. Water Resources Management
9	Duration of study	2 years
10	Course start and end date if applicable	October 1 - September 30
11	Target Region and countries	Least Developed and Developing countries
12	Fellowship summary	Tuition, stipend and medical insurance
13	Basic Requirements	BSc. in water engineering or related subjects
14	Language	English, IELTS 6.0 or TOEFL 80
15	Number of awards per year (or per course)	Variable
16	Institution Online application	Mandatory
17	Admission from Institution	Mandatory
18	Application forms send to WMO	1. WMO FNF 2. Admission letter
19	Applications close date	University: January 15, 2017 WMO: January 31, 2017

C4 Kyoto University, Kyoto, Japan

1	Host Country	Japan
2	Host institution(s)	Disaster Prevention Research Institute (DPRI), Kyoto University
3	Website	http://www.dpri.kyoto-u.ac.jp/en/
4	Location of Institution(s)	Uji, Kyoto
5	Address of Institution	Gokasho, Uji, Kyoto 611-0011, Japan
7	Course type	Certificate
8	Faculty/Departments/Majors	Resilient Societies to Cope With Extreme Weather and Water-Related Disasters
9	Duration of study	3-6 months
10	Course start and end date if applicable	Around October - January
11	Target Region and countries	Least Developed and Developing countries
12	Fellowship summary	Full scholarship including travel
13	Basic Requirements	Learning and job experiences in meteorology and/or hydrology
14	Language	English
15	Number of awards per year (or per course)	1 or 2
16	Institution Online application	Optional
17	Admission from Institution	Mandatory
18	Application forms send to WMO	1. WMO FNF 2. Admission letter
19	Applications close date	January 31, 2017

C5 Ewha Woman's University, Seoul, Republic of Korea

1	Host Country	Republic of Korea
2	Host institution(s)	Department of Climate and Energy Systems Engineering, Ewha Woman's University
3	Website	http://cee.ewha.ac.kr
4	Location of Institution(s)	Seoul, Korea
5	Address of Institution	52, Ewhayeodae-gil, Seodaemun-gu, Seoul 03760 Republic of Korea
7	Course type	Master of Engineering, Master of Science, PhD
8	Faculty/Departments/Majors	<ol style="list-style-type: none"> 1. Numerical Weather Prediction 2. Dynamic Meteorology 3. Climate Physics 4. Synoptic Meteorology 5. Satellite Meteorology 6. Remote Sensing
9	Duration of study	2 years (4 semesters/per course)
10	Course start and end date if applicable	March - February
11	Target Region and countries	Least Developed and Developing countries
12	Fellowship summary	EGPP/F2: Tuition fee, stipend and medical insurance
13	Basic Requirements	<p>Master's, Combined Master's and Doctorate: Applicant must have completed a four-year-course university or university-equivalent courses and acquired Bachelor's degree;</p> <p>Doctorate: Applicant must have completed a post-graduate program and acquired Master's degree</p>
14	Language	English/Korean: Applicant must meet language requirements on the website: TOEFL(PBT550, iBT80), IELTS5.5, TEPS 550
15	Number of awards per year (or per course)	Masters: ~5 PhD: ~1
16	Institution Online application	Mandatory
17	Admission from Institution	Mandatory
18	Application forms send to WMO	<ol style="list-style-type: none"> 1. FNF 2. Admission letter from EWU
19	Applications close date	Ewha: October 30, 2017. EWU's online application opens around September WMO: November 30, 2017

C6 UNESCO-IHE, Institute for Water Education, Delft, Netherlands

1	Host Country	Netherlands
2	Host institution(s)	UNESCO-IHE Institute for Water Education
3	Website	https://www.unesco-ihe.org
4	Location of Institution(s)	Delft
5	Address of Institution	P.O.Box 3015, 2601 DA, Delft, Netherlands
7	Course type	Master's Degree
8	Faculty/Departments/Majors	Hydrology and Water Resources; Hydraulic Engineering and River Basin Development; Hydraulic Engineering - Land and Water Development; Water Resources Management; Hydroinformatics - Modelling and Information Systems for Water Management; Water Quality Management; or, Hydraulic Engineering - Coastal and Port Development
9	Duration of study	18.5 months
10	Course start and end date if applicable	2nd week October – last week April
11	Target Region and countries	Least Developed and Developing countries
12	Fellowship summary	Tuition fee, stipend and medical insurance
13	Basic Requirements	Relevant BSc degree
14	Language	English: https://www.unesco-ihe.org/english-language-requirements
15	Number of awards per year (or per course)	2-3 per year
16	Institution Online application	Mandatory
17	Admission from Institution	Mandatory
18	Application forms send to WMO	1. WMO FNF 2. Admission letter
19	Applications close date	March 31, 2017

C7 Russian State Hydrometeorological University, St. Petersburg, Russian Federation

1	Host Country	Russian Federation
2	Host institution(s)	Russian State Hydrometeorological University (RSHU)
3	Website	http://www.rshu.ru/ http://www.rshu.ru/eng/ http://ums.rshu.ru/ http://apply.rshu.ru/content/eng/howtoapply/fellowship/
4	Location of Institution(s)	St. Petersburg, Russia
5	Address of RTC	Malookhtinsky pr. 98, St. Petersburg, 195196 Russia
7	Course type	BSc, MSc and PhD programmes
8	Faculty/Departments/ Majors	Faculty of Meteorology, Hydrology, Ecology and Environmental Physics, Ecology and Environmental Physics, Oceanography.
9	Duration of study	BSc: 4+1 years, MSc: 2+1 years, PhD: 3+1 years (1 year in Russian language if needed)
10	Target Region and countries	Least Developed and Developing countries
11	Fellowship summary	Tuition fee, stipend and medical insurance.
12	Basic Requirements	BSc candidates: Must be younger than 27 years of age on 1 September of the commencement year of study (exclusive); MSc candidates: Must be younger than 35 years of age on 1 September of the commencement year of study (exclusive); Must hold a BSc degree; PhD candidates: Must be younger than 40 years of age on 1 September of the commencement year of study (exclusive); Must hold a MSc degree.
13	Language	Russian
14	Number of awards per year	20
15	Institution Online application	Optional: http://russia.study/
16	Admission from RTC	Optional. Please contact RSHU ums@rshu.ru for the documents required. Please refer to the foot notes.
17	Application forms send to WMO	1. WMO FNF 2. Quota Scholarship of the Government of the Russian Federation Application Form 3. copies of all supporting documents
18	Applications close date	January 31, 2017

C7 RSHU application step by step guide for WMO fellowships (2017 enrolment)

1. The National Meteorological Services should send the application to the representative of Rossotrudnichestvo in their respected country (they should send an application form and all documents by e-mail and by post). If there is no representative of Rossotrudnichestvo in the country, all documents should be send to the Russian Federation Council in the country.
2. The representative of Rossotrudnichestvo resend all documents to their Head Office in Moscow (Russia).
3. After that all fellows will be registered in the special web-site of Ministry of Study and Science of RF.

The above 3 steps should be done before the 1st of March. Only after the NMS has finished the 3 steps, can it sends to WMO.

1. The duly filled FNF;
2. The duly completed proof or copy of the application to Rossotrudnichestvo;
3. WMO in coordination with RSHU decides the awardees;

- NMS send the application and documents to the representative of Rossotrudnichestvo (the scheme was mentioned before).

Contact:

Shushkova Julia

Head of WMO relations department,

Russian State Hydrometeorological University,

Saint-Petersburg, Russia

ums@rshu.ru

Tel: 8 (812) 633 01 96

Note:

Rossotrudnichestvo is affiliated to the Ministry of International Affairs of Russian Federation. It is a kind of mediator from RSHU and the Ministry of Study and Science of RF (it helps to registered international students).

C8.1 University of Reading, Reading, UK

1	Host Country	The United Kingdom of Great Britain and Northern Ireland (UK)
2	Host institution(s)	University of Reading
3	Website	http://www.met.reading.ac.uk/pg-taught
4	Location of Institution(s)	Reading
5	Address of Institution	Whiteknights ,Reading, RG6 6BB
7	Course type	MSc in Applied Meteorology and Climate with Management
8	Faculty/Departments/Majors	Department of Meteorology
9	Duration of study	12 months
10	Course start and end date if applicable	September– September
11	Target Region and countries	Least Developed and Developing countries
12	Fellowship summary	Tuition, stipend and medical insurance
13	Basic Requirements	Second-class honours degree in a physical, environmental or engineering science, and A-level (or equivalent) mathematics and/or physics. Candidates with different or slightly lower qualifications who have significant professional experience may be considered. Please contact mscinfo@met.rdg.ac.uk to enquire.
14	Language	English*
15	Number of awards per year	5
16	Institution Online application	Mandatory
17	Admission from Institution	Mandatory**
18	Application forms send to WMO	1. WMO FNF 2. Letter of Unconditional Offer from University of Reading.
19	Applications close date	January 31, 2017

*Applicants from countries that are not recognized by the UK government as predominantly English speaking must provide evidence of proficiency in English before they can be issued with a UK study visa. See <https://www.gov.uk/tier-4-general-visa/knowledge-of-english> for details and a list of exemptions. University of Reading will accept applications from candidates who have not yet met these language requirements, but are unable to issue a Letter of Unconditional Offer until language conditions are met. If you have any queries about this please contact mscinfo@met.rdg.ac.uk

** Application to University of Reading should be made as early as possible, to ensure that a letter of unconditional offer can be issued by the applications close date.

C8.2 European Centre for Medium Range Weather Forecast, Reading, UK

1	Host Country	The United Kingdom of Great Britain and Northern Ireland (UK)
2	Host institution(s)	European Centre for Medium Range Weather Forecast (ECMWF)
3	Website	http://www.ecmwf.int
4	Location of Institution(s)	Reading, UK
5	Address of Institution	Shinfield Park
7	Course type	N/A
8	Faculty/Departments/Majors	N/A
9	Duration of temporary secondment	up to 12 months
10	Secondment start and end date if applicable	Variable
11	Target Region and countries	Least Developed and Developing countries
12	Fellowship summary	The temporary attachment of the expert will work with designated experts at ECMWF to enhance skills as appropriate in areas such as global weather prediction in the medium range, extended-range forecast for up to a year ahead, use of advanced computer modeling techniques to analyze observations and predict future weather. WMO will be advised of available opportunities for placement at ECMWF.
13	Basic Requirements	Qualifications will depend on the focus of the available opportunities for placement at ECMWF.
14	Language	English
15	Number of awards per year	1
16	Institution Online application	N/A
17	Application forms send to WMO	WMO FNF
18	Applications close date	March 31, 2017. ECMWF will advise on opportunities by the 31 July of the year preceding the award.

C9 NOAA, Washington DC, USA

1	Host Country	United States of America
2	Host institution(s)	NOAA/National Weather Service
3	Website	http://www.wpc.ncep.noaa.gov/international/intl2.shtml
4	Location of Institution(s)	Washington DC
5	Address of Institution	College Park, Maryland
7	Course type	Training Certificate and/or Competencies Certificate
8	Faculty/Departments/Majors	NCEP International Desks
9	Duration of study	Four Months
10	Course start and end date if applicable	Variable
11	Target Region and countries	WMO Region I (Africa), Region III and IV (Northern South America)
12	Fellowship summary	Training emphasizes the understanding of atmospheric dynamics and the application of numerical model guidance for the generation of quantitative precipitation forecast products, sub-seasonal and climate forecasts. It applies WMO competencies standards for general forecaster.
13	Basic Requirements	Open to all meteorologists and technicians (forecasters), with priority given to meteorologists.
14	Language	English, Spanish for RA-III
15	Number of awards per year	24
16	Institution Online application	N/A
17	Admission from Institution	Mandatory
18	Application forms send to WMO	WMO FNF
19	Applications close date	Training slots will be assigned a year in advance, with nomination package on file no later than four months prior to the beginning of the fellowship.

C10 The World Academy of Sciences (TWAS), Trieste, Italy

1	Host Country	8 emerging countries: Brazil, China, India, Kenya, Malaysia, Mexico, Pakistan and South Africa
2	Host institution(s)	TWAS has about 1000 eligible host institutions in 8 developing countries with 12 programme partners
3	Website	http://twas.org/opportunities/fellowships/phd
4	Location of Institution(s)	Developing countries
5	Address of Institution	Refer to http://twas.org/
6	Course type	PhD in Natural Sciences
7	Faculty/Departments/Majors	Meteorology, hydrology and environmental science related
8	Duration of study	PhD: 3-5 years
9	Course start and end date if applicable	Various among partners
10	Target Region and countries	Least Developed and Developing countries
11	Fellowship summary	Full coverage of full PhD costs
12	Basic Requirements	MSc degree, preliminary admission letter from eligible host institution according to chosen host country and programme partner
13	Language	English, Portuguese
14	Number of awards per year (or per course)	10 PhD fellowships for WMO.
15	Institution Online application	N/A
16	Admission from Institution	Mandatory : Must have preliminary admission letter from eligible host institution BEFORE applying, must comply with all eligibility criteria of the selected programme e.g. age limit etc.
17	Application forms to be sent to WMO	1. WMO FNF 2. TWAS partner preliminary admission letter
	Application forms to be sent to TWAS	Application form and all required enclosures (see checklist in application form)
18	Applications close date	TWAS: Ranges between 31 August to 15 September each year, but some deadlines change yearly. WMO: September 30, 2017

Annex D: WMO Regional Training Centers (RTCs) and Their Course Offering for 2017

ALGERIA	Institut Hydrométéorologique de Formation et de Recherches (IHFR)
ANGOLA	Instituto Nacional de Meteorologia e Geofísica (INAMET)
ARGENTINA	Universidad de Buenos Aires (UBA)
ARGENTINA	Servicio Meteorológico Nacional (SMN)
BARBADOS	Caribbean Institute for Meteorology and Hydrology (CIMH)
BRAZIL	Centro Virtual de Ensino e Treinamento em Meteorologia (CVEM)
CHINA	Nanjing University of Information, Science and Technology (NUIST)
CHINA	China Meteorological Administration Training Center (CMATC)
COSTA RICA	Universidad de Costa Rica (UCR)
EGYPT	The Egyptian Meteorological Authority (EMA)
INDIA	India Meteorological Department Training Centre (IMD-New Delhi)
INDIA	Central Training Institute (IMD-Pune)
INDIA	National Water Academy (NWA-Pune)
INDIA	Indian Institute of Technology Roorkee (IIRT-Roorkee)
INDONESIA	Agency for Meteorology, Climatology and Geophysics (BMKG)
INDONESIA	Research Centre for Water Resources (RCWR)
IRAN	Islamic Republic of Iran Meteorological Organization (IRIMO)
IRAQ	Iraqi Meteorological Organization (IMO)
ISRAEL	Postgraduate Training Centre for Applied Meteorology (PTCAM)
ITALY	National Research Council Institute of Biometeorology (CNR-IBIMET)
KENYA	University of Nairobi (UON)
KENYA	Institute for Meteorological Training and Research (IMTR)
MADAGASCAR	Ecole Supérieure Polytechnique à Antananarivo (ESPA)
MADAGASCAR	Ecole Nationale d'Enseignement de l'Aéronautique et de la Météorologie (ENEAM)
NIGER	Centre Régional Agrhymet (AGRHYMET)
NIGER	Ecole Africaine de la Météorologie et de l'Aviation Civile (EAMAC)

NIGERIA	Federal University of Technology, Akure (FUTA)
NIGERIA	Meteorological Research and Training Institute (MRTI)
PERU	Universidad Nacional Agraria La Molina (UNALM)
PHILIPPINES	Philippine Atmospheric, Geophysical and Astronomical Services Administration (PAGASA)
PHILIPPINES	University of the Philippines (UP)
REPUBLIC OF KOREA	Korea Meteorological Administration (KMA)
QATAR	Qatar Aeronautical College (QAC)
RUSSIAN FEDERATION	Advanced Training Institute of Roshydromet (ATI)
RUSSIAN FEDERATION	Russian State Hydrometeorological University (RSHU)
RUSSIAN FEDERATION	Moscow Hydrometeorological Technical School (MGMTEH)
TURKEY	Turkish State Meteorological Service (TSMS)
SOUTH AFRICA	South Africa Weather Service (SAWS)
UZBEKISTAN	Tashkent Hydrometeorological Profesional College (THMPC)
VENEZUELA	Universidad Central de Venezuela (UCV)

Note: Some of the RTCs are in the stage of finalizing their course offerings for 2017 and above list will be updated continuously. For the most up-to-date information, please visit:

<http://www.wmo.int/pages/prog/dra/etrp/RTCofferingsfor2017.html>

Annex E: EC Criteria for the award of WMO Fellowships (As approved by EC-66, June 2014)

1. The aim of the WMO Fellowship Programme is to support the education and training of qualified and suitable candidates, particularly from least developed and developing countries and Small Island Developing States. Applications from women are especially encouraged. Fellowships should benefit both the individual candidate and the candidate's institution, usually the National Meteorological and Hydrological Services (NMHSs).
2. WMO may award both short-term (less than six months) and long-term (6 months or longer) fellowships, based on recommendations of the Fellowships Committee aligned with the priorities of the ETRP.
3. Candidates applying for a WMO fellowship must complete a Fellowship Nomination Form, which must be certified by the Permanent Representative of the recipient WMO Member. The Permanent Representative will specify, amongst others, the expected benefit to the individual (for example to produce a qualified workforce), and the benefit to the nominating institution (for example to assist in the organizational development of the NMHSs in the light of the changing needs of the services required to meet the evolving needs of users).
4. To be considered by the Fellowships Committee for a fellowship, candidates must:
 - (a) Meet the entry requirements for the proposed course of study;
 - (b) Be proficient in, or capable of learning in, the language of study;
 - (c) Be of sound health as confirmed by their completed medical certificate;
 - (d) Only apply for courses of study directly applicable to WMO Programme areas.
5. Newly appointed directors of NMHSs are also eligible for very short-term training programmes in the management of NMHSs and for familiarization visits.
6. In awarding a fellowship, preference will be given to candidates who:
 - (a) Come from countries with least developed NMHSs as well as developing countries, countries with economies in transition and countries more vulnerable to natural disasters;
 - (b) Are supported by cost sharing;
 - (c) Apply for courses at RTCs or other training institutions in their Region;
 - (d) Apply for short-term fellowships or long-term fellowships not exceeding 18 months in duration;
 - (e) Are expected to work and make a long-term contribution in the NMHS of their country in a suitable post on completion of the fellowship;
 - (f) Have not been awarded a long-term WMO fellowship within the previous four years;
 - (g) Comes from a country that has not recently benefited from a WMO fellowship.

7. In awarding a fellowship, account will be taken of:
- (a) The need for regional proportional balance;
 - (b) The need to practice equal opportunity policies (see Resolution 33 (Cg-XIV) – Equal opportunities for the participation of women in meteorology and hydrology);
 - (c) Whether the Permanent Representative from the candidates' country has provided WMO with the required report from any previous fellowship.

Annex F: Guide on considerations for preparing a Fellowships Nomination Form (FNF)

1. If you wish to submit a fellowship nomination for academic studies beginning in 2017, please return the duly completed and signed WMO Fellowships Nomination Form (which can be downloaded from: <http://public.wmo.int/en/resources/training/fellowships>) to the Secretary-General of WMO by the closing dates stipulated for that opportunity. Deadlines for submitting applications for admission into different institutions must be followed.
2. The FNF must be signed by the Permanent Representative or a formally delegated alternative signatory.
3. Unless otherwise specified, an admission letter from the institution for the requested course must be provided. The admission letter or accompanying documentation should provide the start and end dates of the course of study and the costs involved.
4. The applicant must be proficient in the language of study and/or provide the required documentation regarding their language proficiency. Please note that some institutions require a English language test, such as IELTS and TOEFL
5. If multiple candidates are nominated, the Permanent Representative must also provide a priority listing for the candidates.
6. New fellowship awards require all due and overdue post-fellowship reports from previous fellows (completion report, 3-month report or 18- to 24-month report, PR familiarization reports) to be provided to WMO.

Annex G: Guide on How to Make a Nomination for a Short-term Training Course

Introduction

The WMO Secretariat is pleased to work with WMO Regional Training Centres (RTCs) and other training institutions to advertise short-term training courses designed to meet continuous professional development needs of Members. Short-term training courses are those that last from a few days and up to 4 weeks. WMO involvement in these courses can take several forms:

1. For some events, WMO merely shares with Members the announcement of a course fully sponsored and organized by another institution.
2. Many short-term courses are co-sponsored. For these, WMO both advertises and contributes some support for participants or experts.
3. In very few cases, WMO fully organizes and sponsors events for specific Member audiences. For example, WMO ETR periodically organizes symposia and workshops for trainers, training center directors, and managers of NMHSs. These are WMO events, which may or may not be hosted by RTCs or other training institutions.

Some course offerings are highly specialized, and participants are limited to those invited by the organizers. Other offerings are open to all Members. The guidance offered here is for open offerings, which are often conveyed via a circular letter from the Secretary-General.

In many cases the course organizers are waiving or reducing tuition fees and / or providing low or no cost accommodation and meals to the participants. For such training courses announced through WMO, it is expected that Member countries provide full support for the students they nominate, including travel expenses. However, through voluntary funding made available by some Members, the WMO Education and Training Programme can sometimes provide financial support to a limited number of students, typically restricted to the provision of airfare only. Because these funds are very limited, Permanent Representatives (PRs) who are considering making requests for financial support to allow someone from their country to participate in a short-term training event should be sure that they and their nominees use the following guidelines. Adhering to these guidelines will ensure that Members with the greatest needs are given first priority, such as Least Developed Countries (LDCs).

How Course Participants Are Selected

Participants for courses are selected by the course organizers, in consultation with WMO, based on the announced course selection criteria, which often include qualifications (possessing the minimum academic and language skills to benefit from the course) and current job duties (ability and need to apply what is learned). Acceptance by the course

organizers is an essential criterion for consideration of requests for financial support from WMO.

How Financial Support Decisions Are Made

Decisions on the ability of WMO to offer support are based on relative need, relevance of the course to the student, demonstrated value of the course to the Member, and the amount of support available. WMO also considers the number of recent funding requests granted to the Member making the request, and requirements for geographic and gender balance in its support to Members. To achieve fairness, generally WMO could support only one nominee from a Member for any particular course. If more than one nomination is made, the PR must explicitly state which nomination should receive priority and whether any cost sharing is proposed. If cost sharing is proposed it may be possible, from time to time, to support more than one participant provided the total cost is no more than full travel support for one person.

Type of Support

Unless explicitly stated otherwise, the WMO support will be limited to provision of airfare according to WMO travel policy. Participants or their organizations are expected to supply incidental expenses unless provided by the host country. Participants should also have some funds with them to cover minor expenses or unexpected delay during travel. WMO does not cover the cost of obtaining a visa.

The Nomination and Selection Process

1. **Application:** Prospective students should apply directly to the course organizer through the Permanent Representative (PR) of their country with WMO as described in the nomination form. Unless the nomination form states otherwise, prospective students should not apply to the WMO ETR Office to be accepted in the course. Before completing the application, the prospective student should have discussed potential sources of funding with their organization, and PRs should have considered national funding means. Applications must be received before the published deadline. If attending the course will require international travel, an applicant should apply for a passport or check the expiration date of an existing passport, and check for visa requirements and where visas can be obtained. WMO cannot support travel to obtain a visa from a third country.
2. **Requesting support:** If other financial support is not available, requests can be made to WMO. Requests for participant travel support require a letter from the PR to the Secretary-General of WMO. This letter must contain the official signature of the PR (or person authorized to sign on the behalf of the PR registered in WMO official records). It should explicitly state the form of support being requested along with the name of the candidate and a copy of the course acceptance letter and course details. Accepted participants requesting support should already possess a valid passport for international travel. In many cases a visa can take some weeks to obtain and there is usually not enough time to obtain

- a passport and visa. Due to the time required for travel arrangements, all requests for financial support must be received by the Secretary-General of WMO no later than 4 weeks before the course begins, or immediately after participant has been accepted, whichever is earlier.
3. **Responses to requests:** WMO will consider requests and make a final decision based on available funding, need and fairness. Responses might include an offer of the support requested, an offer of partial support, or a regret stating inability to support.
 4. **Applying for support if offered:** If the participant is offered financial assistance, the PR will be notified by the Secretary-General of WMO and the candidate will be sent a Request for Financial Assistance (RFA) form. The information to be provided on the RFA form, including a copy of the passport, is needed to make the travel arrangements. Participants are asked to arrange their itinerary directly with the travel agency designated in the RFA Form and to return the RFA form to the WMO ETR Office.

Responsibilities

Permanent Representative (PR): In making nominations for short-term training courses, the PR should:

- Set staff education and training requirements based on the institution's plans and requirements
- Make nominations only for high priority training needs
- Exercise discretion in requesting financial support, seeking internal funding first
- Follow procedures for making nominations and requests for support
- Meet the deadlines for course applications. Note that it will not be possible to consider requests for financial support received later than 4 weeks before the commencement of the course.

Nominees: In applying for short-term courses, the nominees should

- Review course qualification requirements
- Have a valid passport, and be prepared to obtain an entry visa if needed
- When requesting support, fully complete the Request for Financial Assistance (RFA)
- Work with the travel agency indicated by WMO to arrange travel
- Be prepared with a serious intent to learn. Be timely in completing all steps in the process

Supervisors: In having staff members apply for short-courses, the supervisor should:

- Be sure that only qualified staff make applications
- Work to spread training opportunities among staff members
- Make staff training priorities in advance