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: ______________________________________________________________

<table>
<thead>
<tr>
<th>1. Give the number of NMHS staff in the following age categories</th>
<th>Less than 20 years</th>
<th>20-30 years</th>
<th>30-40 years</th>
<th>40-50 years</th>
<th>Over 50 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. What is the gender distribution of your staff (please give numbers)</td>
<td>Male</td>
<td>Female</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Give the number of staff working in the following areas</td>
<td>Management</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Meteorologist (M)</td>
<td></td>
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<tr>
<td></td>
<td>Meteorological Technician (MT)</td>
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<td></td>
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<tr>
<td></td>
<td>Hydrologist (H)</td>
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</tr>
<tr>
<td></td>
<td>Hydrological Technician (HT)</td>
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<td></td>
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</tr>
<tr>
<td></td>
<td>Climatologist/Climate Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Researchers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Support Staff</td>
<td></td>
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<tr>
<td></td>
<td>Other</td>
<td></td>
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</tr>
<tr>
<td>4. Mark (x) against the areas you seriously need capacity strengthening</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>5. Give the number of people in these job categories in need of training</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Give the number of staff who are due to retire in 5 years from now</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Indicate the number of experts expected to be trained in 2017 through the support of these various sources</td>
<td>Government</td>
<td>Project funds</td>
<td>WMO</td>
<td>Other scholarships</td>
<td></td>
</tr>
<tr>
<td>8. List in order of priority the 4 areas where you need training (e.g. forecasting, agrometeorology, instrumentation, etc.)</td>
<td>1&quot; Priority</td>
<td>2&quot; Priority</td>
<td>3&quot; Priority</td>
<td>4&quot; Priority</td>
<td></td>
</tr>
<tr>
<td>9. Is there a strategic plan for your NMHS? (Please mark (x) Yes or No)</td>
<td>Yes</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>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):</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
### Part 2
*(Indication of request for fellowship of for *one month and above)*

<table>
<thead>
<tr>
<th>Name of Nominee</th>
<th>Gender</th>
<th>Date of Birth</th>
<th>Highest Qualification</th>
<th>Current Position</th>
<th>Please state the field of specialty where training is required</th>
<th>Estimated duration of the required training</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
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<tr>
<td>2.</td>
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<tr>
<td>3.</td>
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<td>4.</td>
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</tr>
<tr>
<td>5.</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

### Part 3
*(Indication of request for very short term training support (*a few days to less than one month)*)

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

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

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Host Country</td>
<td>China</td>
</tr>
<tr>
<td>2</td>
<td>Host institution(s)</td>
<td>1. Nanjing University of Information Science and Technology (NUIST); 2. Hohai University (Hohai)</td>
</tr>
<tr>
<td>3</td>
<td>Website</td>
<td><a href="http://www.campuschina.org">http://www.campuschina.org</a></td>
</tr>
<tr>
<td>4</td>
<td>Location of Institution(s)</td>
<td>Nanjing, P.R. China</td>
</tr>
<tr>
<td>5</td>
<td>Address of Institution</td>
<td>Refer to NUIST and Hohai University</td>
</tr>
<tr>
<td>7</td>
<td>Course type</td>
<td>BSc and MSc programme in meteorology and hydrology</td>
</tr>
<tr>
<td>8</td>
<td>Faculty/Departments/Majors</td>
<td>Meteorology, Hydrology and Water Resources Monitoring &amp; Management</td>
</tr>
<tr>
<td>9</td>
<td>Duration of study</td>
<td>BSc: 5 years (including one year Chinese language study); MSc: 2 to 4 years</td>
</tr>
<tr>
<td>10</td>
<td>Course start and end date if applicable</td>
<td>September - July every year</td>
</tr>
<tr>
<td>11</td>
<td>Target Region and countries</td>
<td>Least Developed and Developing countries</td>
</tr>
<tr>
<td>12</td>
<td>Fellowship summary</td>
<td>Tuition waiver, accommodation, and medical insurance</td>
</tr>
<tr>
<td>13</td>
<td>Basic Requirements</td>
<td>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.</td>
</tr>
<tr>
<td>14</td>
<td>Language</td>
<td>BSc in Chinese; MSc can be in English or in Chinese, IELTS of 6.0 is recommended</td>
</tr>
<tr>
<td>15</td>
<td>Number of awards per year (or per course)</td>
<td>15</td>
</tr>
<tr>
<td>16</td>
<td>Institution Online application</td>
<td>Mandatory</td>
</tr>
<tr>
<td>17</td>
<td>Admission from Institution</td>
<td>Optional</td>
</tr>
<tr>
<td>18</td>
<td>Application forms send to WMO</td>
<td>1. WMO FNF 2. Copy of the completed CSC online application from</td>
</tr>
<tr>
<td>19</td>
<td>Applications close date</td>
<td>January 31, 2017</td>
</tr>
<tr>
<td></td>
<td><strong>Host Country</strong></td>
<td>China</td>
</tr>
<tr>
<td>---</td>
<td>-----------------</td>
<td>-------</td>
</tr>
<tr>
<td>2</td>
<td><strong>Host institution(s)</strong></td>
<td>Nanjing University of Information Science and Technology (NUIST)</td>
</tr>
<tr>
<td>3</td>
<td><strong>Website</strong></td>
<td><a href="http://www.nuist.edu.cn">http://www.nuist.edu.cn</a>; <a href="http://www.globenuist.cn">http://www.globenuist.cn</a></td>
</tr>
<tr>
<td>4</td>
<td><strong>Location of Institution(s)</strong></td>
<td>Nanjing, P.R. China</td>
</tr>
<tr>
<td>5</td>
<td><strong>Address of Institution</strong></td>
<td>219 Ningliu Road, Nanjing, Jiangsu Province</td>
</tr>
<tr>
<td>7</td>
<td><strong>Course type</strong></td>
<td>MSc and PhD Programs</td>
</tr>
</tbody>
</table>
| 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;  
<p>|   |   | 2. Admission letter (recommended) |
| 19 | <strong>Applications close date</strong> | January 31, 2017 |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>Host Country</strong></td>
<td>P. R. China</td>
</tr>
<tr>
<td>2</td>
<td><strong>Host institution(s)</strong></td>
<td>Hohai University</td>
</tr>
<tr>
<td>3</td>
<td><strong>Website</strong></td>
<td><a href="http://ie.hhu.edu.cn/">http://ie.hhu.edu.cn/</a></td>
</tr>
<tr>
<td>4</td>
<td><strong>Location of Institution(s)</strong></td>
<td>Nanjing, P.R.China</td>
</tr>
<tr>
<td>5</td>
<td><strong>Address of Institution</strong></td>
<td>No.1, Xikang Road, Gulou District, Nanjing, China</td>
</tr>
<tr>
<td>7</td>
<td><strong>Course type</strong></td>
<td>MSc or PhD Program</td>
</tr>
<tr>
<td>8</td>
<td><strong>Faculty/Departments/Majors</strong></td>
<td>1. Hydrology and Water Resources</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Agriculture Engineering</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3. Water Conservancy and Hydropower Engineering;</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4. Harbor, Coastal and Offshore Engineering</td>
</tr>
<tr>
<td>9</td>
<td><strong>Duration of study</strong></td>
<td>3 years</td>
</tr>
<tr>
<td>10</td>
<td><strong>Course start and end date if applicable</strong></td>
<td>September - July</td>
</tr>
<tr>
<td>11</td>
<td><strong>Target Region and countries</strong></td>
<td>Least Developed and Developing countries</td>
</tr>
<tr>
<td>12</td>
<td><strong>Fellowship summary</strong></td>
<td>Tuition, accommodation and stipend.</td>
</tr>
<tr>
<td>13</td>
<td><strong>Basic Requirements</strong></td>
<td>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.</td>
</tr>
<tr>
<td>14</td>
<td><strong>Language</strong></td>
<td>English, IELTS of 6.0 is recommended</td>
</tr>
<tr>
<td>15</td>
<td><strong>Number of awards per year (or per course)</strong></td>
<td>10</td>
</tr>
<tr>
<td>16</td>
<td><strong>Institution Online application</strong></td>
<td>Optional</td>
</tr>
<tr>
<td>17</td>
<td><strong>Admission from Institution</strong></td>
<td>Optional</td>
</tr>
<tr>
<td>18</td>
<td><strong>Application forms send to WMO</strong></td>
<td>1. WMO FNF</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Pre-admission letter(recommended)</td>
</tr>
<tr>
<td>19</td>
<td><strong>Applications close date</strong></td>
<td>January 31, 2017</td>
</tr>
<tr>
<td></td>
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<tr>
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</tr>
<tr>
<td><strong>1</strong></td>
<td><strong>Host Country</strong></td>
<td>France</td>
</tr>
<tr>
<td><strong>2</strong></td>
<td><strong>Host institution(s)</strong></td>
<td>ENM/Météo-France</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td><strong>Website</strong></td>
<td><a href="http://www.enm.meteo.fr/">http://www.enm.meteo.fr/</a></td>
</tr>
<tr>
<td><strong>4</strong></td>
<td><strong>Location of Institution(s)</strong></td>
<td>Toulouse, France</td>
</tr>
<tr>
<td><strong>5</strong></td>
<td><strong>Address of Institution</strong></td>
<td>42, avenue Gaspard Coriolis-BP 45712 31057 TOULOUSE Cedex 1 FRANCE</td>
</tr>
<tr>
<td><strong>7</strong></td>
<td><strong>Course type</strong></td>
<td>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</td>
</tr>
<tr>
<td><strong>8</strong></td>
<td><strong>Faculty/Departments/Majors</strong></td>
<td>Meteorology and Climate</td>
</tr>
<tr>
<td><strong>9</strong></td>
<td><strong>Duration of study</strong></td>
<td>1 week to 3 years</td>
</tr>
<tr>
<td><strong>10</strong></td>
<td><strong>Course start and end date if applicable</strong></td>
<td>Variable (check website)</td>
</tr>
<tr>
<td><strong>11</strong></td>
<td><strong>Target Region and countries</strong></td>
<td>Least Developed and Developing countries (check website)</td>
</tr>
<tr>
<td><strong>12</strong></td>
<td><strong>Fellowship summary</strong></td>
<td>Tuition, stipend and medical insurance depends</td>
</tr>
<tr>
<td><strong>13</strong></td>
<td><strong>Basic Requirements</strong></td>
<td>Proficiency in the course language Variable depending on programmes For continuing education, there is a candidacy period. (check website)</td>
</tr>
<tr>
<td><strong>14</strong></td>
<td><strong>Language</strong></td>
<td>French, except one Weather forecasting course in English</td>
</tr>
<tr>
<td><strong>15</strong></td>
<td><strong>Number of awards per year (or per course)</strong></td>
<td>Variable</td>
</tr>
<tr>
<td><strong>16</strong></td>
<td><strong>Institution Online application</strong></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>17</strong></td>
<td><strong>Admission from Institution</strong></td>
<td>Mandatory 1. Motivation letter signed by PR, to be sent to ENM (<a href="mailto:enm.fr@meteo.fr">enm.fr@meteo.fr</a>), 2. Registration form to be found on the website at the end of the “Catalogue des Formations”, 3. Complete resume, 4. Copy of passport</td>
</tr>
<tr>
<td><strong>18</strong></td>
<td><strong>Application forms send to WMO</strong></td>
<td>1. WMO FNF 2. Admission letter of ENM</td>
</tr>
<tr>
<td><strong>19</strong></td>
<td><strong>Applications close date</strong></td>
<td>Variable (check website)</td>
</tr>
<tr>
<td></td>
<td><strong>C3 Leibniz Universität Hannover, Hannover, Germany</strong></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>-------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Host Country</td>
<td>Germany</td>
</tr>
<tr>
<td>2</td>
<td>Host institution(s)</td>
<td>Institute for Water Resources Management, Leibniz Universität Hannover</td>
</tr>
<tr>
<td>3</td>
<td>Website</td>
<td><a href="http://www.watenv.de">http://www.watenv.de</a></td>
</tr>
<tr>
<td>4</td>
<td>Location of Institution(s)</td>
<td>Hannover, Germany</td>
</tr>
<tr>
<td>5</td>
<td>Address of Institution</td>
<td>Appelstr. 9A, 30167 Hannover</td>
</tr>
<tr>
<td>6</td>
<td>Course type</td>
<td>MSc programme</td>
</tr>
<tr>
<td>7</td>
<td>Faculty/Departments/Majors</td>
<td>1. Sanitary Engineering</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Water Resources Management</td>
</tr>
<tr>
<td>8</td>
<td>Duration of study</td>
<td>2 years</td>
</tr>
<tr>
<td>9</td>
<td>Course start and end date if applicable</td>
<td>October 1 - September 30</td>
</tr>
<tr>
<td>10</td>
<td>Target Region and countries</td>
<td>Least Developed and Developing countries</td>
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<tr>
<td>11</td>
<td>Fellowship summary</td>
<td>Tuition, stipend and medical insurance</td>
</tr>
<tr>
<td>12</td>
<td>Basic Requirements</td>
<td>BSc. in water engineering or related subjects</td>
</tr>
<tr>
<td>13</td>
<td>Language</td>
<td>English, IELTS 6.0 or TOEFL 80</td>
</tr>
<tr>
<td>14</td>
<td>Number of awards per year (or per course)</td>
<td>Variable</td>
</tr>
<tr>
<td>15</td>
<td>Institution Online application</td>
<td>Mandatory</td>
</tr>
<tr>
<td>16</td>
<td>Admission from Institution</td>
<td>Mandatory</td>
</tr>
<tr>
<td>17</td>
<td>Application forms send to WMO</td>
<td>1. WMO FNF</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Admission letter</td>
</tr>
<tr>
<td>18</td>
<td>Applications close date</td>
<td>University: January 15, 2017</td>
</tr>
<tr>
<td></td>
<td></td>
<td>WMO: January 31, 2017</td>
</tr>
<tr>
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<tr>
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</tr>
<tr>
<td><strong>1</strong></td>
<td><strong>Host Country</strong></td>
<td>Japan</td>
</tr>
<tr>
<td><strong>2</strong></td>
<td><strong>Host institution(s)</strong></td>
<td>Disaster Prevention Research Institute (DPRI), Kyoto University</td>
</tr>
<tr>
<td><strong>3</strong></td>
<td><strong>Website</strong></td>
<td><a href="http://www.dpri.kyoto-u.ac.jp/en/">http://www.dpri.kyoto-u.ac.jp/en/</a></td>
</tr>
<tr>
<td><strong>4</strong></td>
<td><strong>Location of Institution(s)</strong></td>
<td>Uji, Kyoto</td>
</tr>
<tr>
<td><strong>5</strong></td>
<td><strong>Address of Institution</strong></td>
<td>Gokasho, Uji, Kyoto 611-0011, Japan</td>
</tr>
<tr>
<td><strong>7</strong></td>
<td><strong>Course type</strong></td>
<td>Certificate</td>
</tr>
<tr>
<td><strong>8</strong></td>
<td><strong>Faculty/Departments/Majors</strong></td>
<td>Resilient Societies to Cope With Extreme Weather and Water-Related Disasters</td>
</tr>
<tr>
<td><strong>9</strong></td>
<td><strong>Duration of study</strong></td>
<td>3-6 months</td>
</tr>
<tr>
<td><strong>10</strong></td>
<td><strong>Course start and end date if applicable</strong></td>
<td>Around October - January</td>
</tr>
<tr>
<td><strong>11</strong></td>
<td><strong>Target Region and countries</strong></td>
<td>Least Developed and Developing countries</td>
</tr>
<tr>
<td><strong>12</strong></td>
<td><strong>Fellowship summary</strong></td>
<td>Full scholarship including travel</td>
</tr>
<tr>
<td><strong>13</strong></td>
<td><strong>Basic Requirements</strong></td>
<td>Learning and job experiences in meteorology and/or hydrology</td>
</tr>
<tr>
<td><strong>14</strong></td>
<td><strong>Language</strong></td>
<td>English</td>
</tr>
<tr>
<td><strong>15</strong></td>
<td><strong>Number of awards per year (or per course)</strong></td>
<td>1 or 2</td>
</tr>
<tr>
<td><strong>16</strong></td>
<td><strong>Institution Online application</strong></td>
<td>Optional</td>
</tr>
<tr>
<td><strong>17</strong></td>
<td><strong>Admission from Institution</strong></td>
<td>Mandatory</td>
</tr>
<tr>
<td><strong>18</strong></td>
<td><strong>Application forms send to WMO</strong></td>
<td>1. WMO FNF 2. Admission letter</td>
</tr>
<tr>
<td><strong>19</strong></td>
<td><strong>Applications close date</strong></td>
<td>January 31, 2017</td>
</tr>
</tbody>
</table>
# C5 Ewha Woman’s University, Seoul, Republic of Korea

<p>| | | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>1</td>
<td>Host Country</td>
<td>Republic of Korea</td>
</tr>
<tr>
<td>2</td>
<td>Host institution(s)</td>
<td>Department of Climate and Energy Systems Engineering, Ewha Woman’s University</td>
</tr>
<tr>
<td>3</td>
<td>Website</td>
<td><a href="http://cee.ewha.ac.kr">http://cee.ewha.ac.kr</a></td>
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<td>4</td>
<td>Location of Institution(s)</td>
<td>Seoul, Korea</td>
</tr>
<tr>
<td>5</td>
<td>Address of Institution</td>
<td>52, Ewhayeodae-gil, Seodaemun-gu, Seoul 03760 Republic of Korea</td>
</tr>
<tr>
<td>6</td>
<td>Course type</td>
<td>Master of Engineering, Master of Science, PhD</td>
</tr>
<tr>
<td>7</td>
<td>Faculty/Departments/Majors</td>
<td>1. Numerical Weather Prediction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Dynamic Meteorology</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3. Climate Physics</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4. Synoptic Meteorology</td>
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<tr>
<td></td>
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<td>5. Satellite Meteorology</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6. Remote Sensing</td>
</tr>
<tr>
<td>8</td>
<td>Duration of study</td>
<td>2 years (4 semesters/per course)</td>
</tr>
<tr>
<td>9</td>
<td>Course start and end date if applicable</td>
<td>March - February</td>
</tr>
<tr>
<td>10</td>
<td>Target Region and countries</td>
<td>Least Developed and Developing countries</td>
</tr>
<tr>
<td>11</td>
<td>Fellowship summary</td>
<td>EGPP/F2: Tuition fee, stipend and medical insurance</td>
</tr>
<tr>
<td>12</td>
<td>Basic Requirements</td>
<td>Master’s, Combined Master’s and Doctorate:</td>
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<tr>
<td></td>
<td></td>
<td>Applicant must have completed a four-year-course university or university-equivalent courses and acquired Bachelor’s degree;</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Doctorate:</td>
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<tr>
<td></td>
<td></td>
<td>Applicant must have completed a post-graduate program and acquired Master’s degree</td>
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<td>13</td>
<td>Language</td>
<td>English/Korean: Applicant must meet language requirements on the website:</td>
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<tr>
<td></td>
<td></td>
<td>TOEFL(PBT550, iBT80), IELTS5.5,TEPS 550</td>
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<tr>
<td>14</td>
<td>Number of awards per year (or per course)</td>
<td>Masters: ~5</td>
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<td></td>
<td>PhD: ~1</td>
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<td>Institution Online application</td>
<td>Mandatory</td>
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<tr>
<td>16</td>
<td>Admission from Institution</td>
<td>Mandatory</td>
</tr>
<tr>
<td>17</td>
<td>Application forms send to WMO</td>
<td>1. FNF</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Admission letter from EWU</td>
</tr>
<tr>
<td>18</td>
<td>Applications close date</td>
<td>Ewha: October 30, 2017. EWU’s online application opens around September</td>
</tr>
<tr>
<td></td>
<td></td>
<td>WMO: November 30, 2017</td>
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<tr>
<td></td>
<td><strong>Host Country</strong></td>
<td>Netherlands</td>
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<tr>
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<tr>
<td>2</td>
<td><strong>Host institution(s)</strong></td>
<td>UNESCO-IHE Institute for Water Education</td>
</tr>
<tr>
<td>3</td>
<td><strong>Website</strong></td>
<td><a href="https://www.unesco-ihe.org">https://www.unesco-ihe.org</a></td>
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<td>4</td>
<td><strong>Location of Institution(s)</strong></td>
<td>Delft</td>
</tr>
<tr>
<td>5</td>
<td><strong>Address of Institution</strong></td>
<td>P.O.Box 3015, 2601 DA, Delft, Netherlands</td>
</tr>
<tr>
<td>7</td>
<td><strong>Course type</strong></td>
<td>Master’s Degree</td>
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<tr>
<td>8</td>
<td><strong>Faculty/Departments/Majors</strong></td>
<td>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</td>
</tr>
<tr>
<td>9</td>
<td><strong>Duration of study</strong></td>
<td>18.5 months</td>
</tr>
<tr>
<td>10</td>
<td><strong>Course start and end date if applicable</strong></td>
<td>2nd week October – last week April</td>
</tr>
<tr>
<td>11</td>
<td><strong>Target Region and countries</strong></td>
<td>Least Developed and Developing countries</td>
</tr>
<tr>
<td>12</td>
<td><strong>Fellowship summary</strong></td>
<td>Tuition fee, stipend and medical insurance</td>
</tr>
<tr>
<td>13</td>
<td><strong>Basic Requirements</strong></td>
<td>Relevant BSc degree</td>
</tr>
<tr>
<td>14</td>
<td><strong>Language</strong></td>
<td>English: <a href="https://www.unesco-ihe.org/english-language-requirements">https://www.unesco-ihe.org/english-language-requirements</a></td>
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<tr>
<td>15</td>
<td><strong>Number of awards per year (or per course)</strong></td>
<td>2-3 per year</td>
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<td>16</td>
<td><strong>Institution Online application</strong></td>
<td>Mandatory</td>
</tr>
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<td>17</td>
<td><strong>Admission from Institution</strong></td>
<td>Mandatory</td>
</tr>
<tr>
<td>18</td>
<td><strong>Application forms send to WMO</strong></td>
<td>1. WMO FNF 2. Admission letter</td>
</tr>
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<td>19</td>
<td><strong>Applications close date</strong></td>
<td>March 31, 2017</td>
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<tr>
<td></td>
<td>Host Country</td>
<td>Russian Federation</td>
</tr>
<tr>
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</tr>
<tr>
<td>2</td>
<td>Host institution(s)</td>
<td>Russian State Hydrometeorological University (RSHU)</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="http://apply.rshu.ru/content/eng/howtoapply/fellowship/">http://apply.rshu.ru/content/eng/howtoapply/fellowship/</a></td>
</tr>
<tr>
<td>4</td>
<td>Location of Institution(s)</td>
<td>St. Petersburg, Russia</td>
</tr>
<tr>
<td>5</td>
<td>Address of RTC</td>
<td>Malookhtinsky pr. 98, St. Petersburg, 195196 Russia</td>
</tr>
<tr>
<td>7</td>
<td>Course type</td>
<td>BSc, MSc and PhD programmes</td>
</tr>
<tr>
<td>8</td>
<td>Faculty/Departments/ Majors</td>
<td>Faculty of Meteorology, Hydrology, Ecology and Environmental Physics, Ecology and Environmental Physics, Oceanography.</td>
</tr>
<tr>
<td>9</td>
<td>Duration of study</td>
<td>BSc: 4+1 years, MSc: 2+1 years, PhD: 3+1 years (1 year in Russian language if needed)</td>
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<tr>
<td>10</td>
<td>Target Region and countries</td>
<td>Least Developed and Developing countries</td>
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<tr>
<td>11</td>
<td>Fellowship summary</td>
<td>Tuition fee, stipend and medical insurance.</td>
</tr>
<tr>
<td>12</td>
<td>Basic Requirements</td>
<td>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.</td>
</tr>
<tr>
<td>13</td>
<td>Language</td>
<td>Russian</td>
</tr>
<tr>
<td>14</td>
<td>Number of awards per year</td>
<td>20</td>
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<tr>
<td>15</td>
<td>Institution Online application</td>
<td>Optional: <a href="http://russia.study/">http://russia.study/</a></td>
</tr>
<tr>
<td>16</td>
<td>Admission from RTC</td>
<td>Optional. Please contact RSHU <a href="mailto:ums@rshu.ru">ums@rshu.ru</a> for the documents required. Please refer to the foot notes.</td>
</tr>
</tbody>
</table>
| 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

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<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Host Country</td>
<td>The United Kingdom of Great Britain and Northern Ireland (UK)</td>
</tr>
<tr>
<td>2</td>
<td>Host institution(s)</td>
<td>University of Reading</td>
</tr>
<tr>
<td>3</td>
<td>Website</td>
<td><a href="http://www.met.reading.ac.uk/pg-taught">http://www.met.reading.ac.uk/pg-taught</a></td>
</tr>
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<td>4</td>
<td>Location of Institution(s)</td>
<td>Reading</td>
</tr>
<tr>
<td>5</td>
<td>Address of Institution(s)</td>
<td>Whiteknights, Reading, RG6 6BB</td>
</tr>
<tr>
<td>7</td>
<td>Course type</td>
<td>MSc in Applied Meteorology and Climate with Management</td>
</tr>
<tr>
<td>8</td>
<td>Faculty/Departments/Majors</td>
<td>Department of Meteorology</td>
</tr>
<tr>
<td>9</td>
<td>Duration of study</td>
<td>12 months</td>
</tr>
<tr>
<td>10</td>
<td>Course start and end date if applicable</td>
<td>September– September</td>
</tr>
<tr>
<td>11</td>
<td>Target Region and countries</td>
<td>Least Developed and Developing countries</td>
</tr>
<tr>
<td>12</td>
<td>Fellowship summary</td>
<td>Tuition, stipend and medical insurance</td>
</tr>
<tr>
<td>13</td>
<td>Basic Requirements</td>
<td>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 <a href="mailto:mscinfo@met.rdg.ac.uk">mscinfo@met.rdg.ac.uk</a> to enquire.</td>
</tr>
<tr>
<td>14</td>
<td>Language</td>
<td>English*</td>
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<tr>
<td>15</td>
<td>Number of awards per year</td>
<td>5</td>
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<tr>
<td>16</td>
<td>Institution Online application</td>
<td>Mandatory</td>
</tr>
<tr>
<td>17</td>
<td>Admission from Institution</td>
<td>Mandatory**</td>
</tr>
<tr>
<td>18</td>
<td>Application forms send to WMO</td>
<td>1. WMO FNF</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Letter of Unconditional Offer from University of Reading.</td>
</tr>
<tr>
<td>19</td>
<td>Applications close date</td>
<td>January 31, 2017</td>
</tr>
</tbody>
</table>

*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](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](mailto: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.
<table>
<thead>
<tr>
<th></th>
<th>Host Country</th>
<th>The United Kingdom of Great Britain and Northern Ireland (UK)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Host institution(s)</td>
<td>European Centre for Medium Range Weather Forecast (ECMWF)</td>
</tr>
<tr>
<td>3</td>
<td>Website</td>
<td><a href="http://www.ecmwf.int">http://www.ecmwf.int</a></td>
</tr>
<tr>
<td>4</td>
<td>Location of Institution(s)</td>
<td>Reading, UK</td>
</tr>
<tr>
<td>5</td>
<td>Address of Institution</td>
<td>Shinfield Park</td>
</tr>
<tr>
<td>7</td>
<td>Course type</td>
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<td>8</td>
<td>Faculty/Departments/Majors</td>
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<tr>
<td>9</td>
<td>Duration of temporary secondment</td>
<td>up to 12 months</td>
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<td>Secondment start and end date if applicable</td>
<td>Variable</td>
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<td>11</td>
<td>Target Region and countries</td>
<td>Least Developed and Developing countries</td>
</tr>
<tr>
<td>12</td>
<td>Fellowship summary</td>
<td>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.</td>
</tr>
<tr>
<td>13</td>
<td>Basic Requirements</td>
<td>Qualifications will depend on the focus of the available opportunities for placement at ECMWF.</td>
</tr>
<tr>
<td>14</td>
<td>Language</td>
<td>English</td>
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<tr>
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<td>Number of awards per year</td>
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<td>Application forms send to WMO</td>
<td>WMO FNF</td>
</tr>
<tr>
<td>18</td>
<td>Applications close date</td>
<td>March 31, 2017. ECMWF will advise on opportunities by the 31 July of the year preceding the award.</td>
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</table>
C9 NOAA, Washington DC, USA

<p>| | | |</p>
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<td>2</td>
<td>Host institution(s)</td>
<td>NOAA/National Weather Service</td>
</tr>
<tr>
<td>3</td>
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<td><a href="http://www.wpc.ncep.noaa.gov/international/intl2.shtml">http://www.wpc.ncep.noaa.gov/international/intl2.shtml</a></td>
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<td>Location of Institution(s)</td>
<td>Washington DC</td>
</tr>
<tr>
<td>5</td>
<td>Address of Institution</td>
<td>College Park, Maryland</td>
</tr>
<tr>
<td>6</td>
<td>Course type</td>
<td>Training Certificate and/or Competencies Certificate</td>
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<tr>
<td>7</td>
<td>Faculty/Departments/Majors</td>
<td>NCEP International Desks</td>
</tr>
<tr>
<td>8</td>
<td>Duration of study</td>
<td>Four Months</td>
</tr>
<tr>
<td>9</td>
<td>Target Region and countries</td>
<td>WMO Region I (Africa), Region III and IV (Northern South America)</td>
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<tr>
<td>10</td>
<td>Fellowship summary</td>
<td>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.</td>
</tr>
<tr>
<td>11</td>
<td>Basic Requirements</td>
<td>Open to all meteorologists and technicians (forecasters), with priority given to meteorologists.</td>
</tr>
<tr>
<td>12</td>
<td>Language</td>
<td>English, Spanish for RA-III</td>
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<td>Number of awards per year</td>
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<td>Admission from Institution</td>
<td>Mandatory</td>
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<td>16</td>
<td>Application forms send to WMO</td>
<td>WMO FNF</td>
</tr>
<tr>
<td>17</td>
<td>Applications close date</td>
<td>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.</td>
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## C10 The World Academy of Sciences (TWAS), Trieste, Italy

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

<table>
<thead>
<tr>
<th>Country</th>
<th>Training Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALGERIA</td>
<td>Institut Hydrométéorologique de Formation et de Recherches (IHFR)</td>
</tr>
<tr>
<td>ANGOLA</td>
<td>Instituto Nacional de Meteorologia e Geofísica (INAMET)</td>
</tr>
<tr>
<td>ARGENTINA</td>
<td>Universidad de Buenos Aires (UBA)</td>
</tr>
<tr>
<td>ARGENTINA</td>
<td>Servicio Meteorológico Nacional (SMN)</td>
</tr>
<tr>
<td>BARBADOS</td>
<td>Caribbean Institute for Meteorology and Hydrology (CIMH)</td>
</tr>
<tr>
<td>BRAZIL</td>
<td>Centro Virtual de Ensino e Treinamento em Meteorologia (CVEM)</td>
</tr>
<tr>
<td>CHINA</td>
<td>Nanjing University of Information, Science and Technology (NUIST)</td>
</tr>
<tr>
<td>CHINA</td>
<td>China Meteorological Administration Training Center (CMATC)</td>
</tr>
<tr>
<td>COSTA RICA</td>
<td>Universidad de Costa Rica (UCR)</td>
</tr>
<tr>
<td>EGYPT</td>
<td>The Egyptian Meteorological Authority (EMA)</td>
</tr>
<tr>
<td>INDIA</td>
<td>India Meteorological Department Training Centre (IMD-New Delhi)</td>
</tr>
<tr>
<td>INDIA</td>
<td>Central Training Institute (IMD-Pune)</td>
</tr>
<tr>
<td>INDIA</td>
<td>National Water Academy (NWA-Pune)</td>
</tr>
<tr>
<td>INDIA</td>
<td>Indian Institute of Technology Roorkee (IIRT-Roorkee)</td>
</tr>
<tr>
<td>INDONESIA</td>
<td>Agency for Meteorology, Climatology and Geophysics (BMKG)</td>
</tr>
<tr>
<td>INDONESIA</td>
<td>Research Centre for Water Resources (RCWR)</td>
</tr>
<tr>
<td>IRAN</td>
<td>Islamic Republic of Iran Meteorological Organization (IRIMO)</td>
</tr>
<tr>
<td>IRAQ</td>
<td>Iraqi Meteorological Organization (IMO)</td>
</tr>
<tr>
<td>ISRAEL</td>
<td>Postgraduate Training Centre for Applied Meteorology (PTCAM)</td>
</tr>
<tr>
<td>ITALY</td>
<td>National Research Council Institute of Biometeorology (CNR-IBIMET)</td>
</tr>
<tr>
<td>KENYA</td>
<td>University of Nairobi (UON)</td>
</tr>
<tr>
<td>KENYA</td>
<td>Institute for Meteorological Training and Research (IMTR)</td>
</tr>
<tr>
<td>MADAGASCAR</td>
<td>Ecole Supérieure Polytechnique à Antananarivo (ESPA)</td>
</tr>
<tr>
<td>MADAGASCAR</td>
<td>Ecole Nationale d’Enseignement de l’Aéronautique et de la Météorologie (ENEAM)</td>
</tr>
<tr>
<td>NIGER</td>
<td>Centre Régional Agrhymet (AGRHYMET)</td>
</tr>
<tr>
<td>NIGER</td>
<td>Ecole Africaine de la Météorologie et de l’Aviation Civile (EAMAC)</td>
</tr>
<tr>
<td>Country</td>
<td>Institution</td>
</tr>
<tr>
<td>-------------------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>NIGERIA</td>
<td>Federal University of Technology, Akure (FUTA)</td>
</tr>
<tr>
<td>NIGERIA</td>
<td>Meteorological Research and Training Institute (MRTI)</td>
</tr>
<tr>
<td>PERU</td>
<td>Universidad Nacional Agraria La Molina (UNALM)</td>
</tr>
<tr>
<td>PHILIPPINES</td>
<td>Philippine Atmospheric, Geophysical and Astronomical Services Administration (PAGASA)</td>
</tr>
<tr>
<td>PHILIPPINES</td>
<td>University of the Philippines (UP)</td>
</tr>
<tr>
<td>REPUBLIC OF KOREA</td>
<td>Korea Meteorological Administration (KMA)</td>
</tr>
<tr>
<td>QATAR</td>
<td>Qatar Aeronautical College (QAC)</td>
</tr>
<tr>
<td>RUSSIAN FEDERATION</td>
<td>Advanced Training Institute of Roshydromet (ATI)</td>
</tr>
<tr>
<td>RUSSIAN FEDERATION</td>
<td>Russian State Hydrometeorological University (RSHU)</td>
</tr>
<tr>
<td>RUSSIAN FEDERATION</td>
<td>Moscow Hydrometeorological Technical School (MGMTEH)</td>
</tr>
<tr>
<td>TURKEY</td>
<td>Turkish State Meteorological Service (TSMS)</td>
</tr>
<tr>
<td>SOUTH AFRICA</td>
<td>South Africa Weather Service (SAWS)</td>
</tr>
<tr>
<td>UZBEKISTAN</td>
<td>Tashkent Hydrometeorological Profecional College (THMPC)</td>
</tr>
<tr>
<td>VENEZUELA</td>
<td>Universidad Central de Venezuela (UCV)</td>
</tr>
</tbody>
</table>

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:  

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