Application Guidelines for ASEAN CSR Fellowship 2018

Application deadline: 15 Dec 2017 at 11.59pm (GMT+8)

Thank you for your interest in the ASEAN CSR Fellowship programme. Please follow the instructions carefully to ensure that all components are accurate, complete and submitted on time.

How to Apply?

Please email the following documents to:
Melissa Chong, Programme Manager for the ASEAN CSR Fellowship
melissa@asean-csr-network.org

MANDATORY DOCUMENTS

1) **Resume**
   Please include the following information in not more than 2 pages:
   - Personal information: e.g. full name, address, nationality, education, languages spoken
   - Current and previous employment and education history

2) **Written submission**
   To better understand your motivations for applying to this Fellowship, please cover the points below in a written submission (300-600 words).

   Points to cover in your submission:
   - What is your professional background, experiences and expertise related to corporate social responsibility (CSR)?
   - Why are you applying to this fellowship, and what do you plan to do with the new knowledge and experience acquired after 1 year of learning?
   - Briefly describe your understanding of how responsible business practices, or corporate social responsibility (CSR), can contribute to ASEAN's sustainable develop
   - Indicate if you are also applying for the partial scholarship (covering all costs except for flights)

3) **Provide at least 2 referees**
   One of the referees must be your current employer, the other either a previous employer, academic supervisor or community leader whom you have worked with (e.g. from civil society, religious organisation, or other voluntary commitments). Please provide us with their **names, titles and contact information.**

SUPPLEMENTARY / OPTIONAL DOCUMENTS

You may also include the following optional documents to strengthen your application:

4) **Support / endorsement letter(s)**
   From the referees you have provided in 3).

5) **Certificates, awards or other transcripts**
   This could include proof of excellence in community service, leadership, academia, businesses, etc.

OTHER NOTES:

- Please upload the documents in MS Word Document (.doc, .docx)
- Please submit all documents and materials in English

Selection Timeline

Dates	**Application**
15 Dec 2017	**Applications close**
15 Dec 2017 – 31 Jan 2018	Skype Interviews Selection of candidates
31 Jan 2018	All selected candidates informed
Feb 2018	Participants to complete Stage 1 of online modules (Uni of Nottingham)
5 – 9 Mar 2018	Participants arrive in Singapore to begin Module 1 of Fellowship

If you have questions and would like to speak to a program representative, please email Ms. Melissa Chong at: melissa@asean-csr-network.org