

CANDIDATOS A BECAS DEL GOBIERNO DEL ESTADO DE JALISCO

INSTRUCTIVO PARA LLENAR LA SOLICITUD

La solicitud y todos los documentos requeridos deben ser enviados por el candidato en archivo digital por correo electrónico, excepto las cartas de recomendación las cuales deberán ser enviadas directamente por quien recomienda al candidato. Solo se recibirán las solicitudes que cumplan con TODOS los siguientes requisitos:

La solicitud deberá completarse en todos los renglones que correspondan al interesado. Entre más completa esté la información, el Comité de Selección tendrá más elementos para asignar correctamente las becas. Es extremadamente importante que la solicitud se llene con mucho cuidado y dedicación, después de haberse preparado adecuadamente, demostrando las capacidades requeridas para estudiar una maestría de alto nivel en el extranjero. Las respuestas tendrán un valor determinante en el proceso de selección.

La información proporcionada en la solicitud se tomará como verdadera y será susceptible de comprobarse en todo momento. Cualquier falsedad u omisión de datos será motivo para que el Comité dé por cancelada la solicitud. Por favor no cambie el formato de la solicitud ni se exceda en el uso de los espacios proporcionados.

Esta solicitud se aceptará exclusivamente cuando se cuente con un pre-registro debidamente completado, el cual debe ser recibido antes del primero de Agosto del año anterior a la fecha de inicio de la maestría deseada.

NOTA IMPORTANTE: Para ser considerado para una beca, el candidato debe presentar una constancia del examen TOEFL iBT con una puntuación mínima de 90 o en su defecto IELTS con 7 puntos, no obstante pretenda realizar sus estudios en idioma español. Esta constancia debe ser entregada a más tardar el 31 de julio del año anterior al que se pretenda iniciar la maestría.

ADJUNTE ORIGINALES DE:

2 cartas de recomendación profesionales o académicas (por lo menos una debe ser de un funcionario del Gobierno del Estado), las cuales deben ser presentadas en sobre cerrado de acuerdo a las instrucciones enlistadas en la página 10.

Ensayo en Inglés de no más de 1,000 palabras (2 hojas, espacio sencillo) sobre el tema: De manera realista, cómo puede el Gobierno del Estado de Jalisco mejorar su eficiencia y rendimiento para contribuir a elevar el nivel de vida de la comunidad. Te pedimos que relaciones tu ensayo dentro de:

1. El marco del ACTUAL PLAN ESTATAL DE DESARROLLO.
2. El tema de la MAESTRÍA QUE PRETENDES ESTUDIAR.

ADJUNTE COPIAS DE:

1. Acta de nacimiento y acta de matrimonio (en su caso)
2. Título(s) profesional(es), con copias de las calificaciones obtenidas
3. Constancia de empleo
4. Certificado médico
5. Fotografía de frente reciente en formato JPG

Documentación que debe ser presentada **ANTES DEL 15 DE MAYO** anterior a la fecha de inicio de la maestría que pretende, en caso de ser aprobado por el Comité de Selección.

* Copia de la admisión de la universidad a la que pretende asistir

Nota importante: No se recibirán solicitudes incompletas o presentadas después del 31 de Julio del año anterior a la fecha de inicio de su maestría. Se aclara que la información proporcionada será utilizada únicamente por BECAS MOB para fines de selección, evaluación y seguimiento de candidatos.

"Es posible que los usuarios de MAC vean una advertencia al intentar enviar este documento, debido únicamente a que no puede mostrarse la vista previa, pero no les ocasionará problemas para mandarlo."

Por favor nota que los campos solo aceptan un número limitado de caracteres.

A. Moctezuma No. 442, Col. Jardines del Sol, Zapopan Jal. 45050, México. Tel./fax directo: (33) 3632-2872

E-mail: becasmob@becasmob.org.mx

Página Web: www.becasmob.org.mx

GOVERNMENT OF THE STATE OF JALISCO / BECAS MOB SCHOLARSHIP PROGRAM

Date _____

THIS APPLICATION MUST BE COMPLETED IN ENGLISH. PLEASE TYPE USING BLACK RIBBON OR COMPUTER PRINTER

1. NAME OF APPLICANT: (Enter full name, underline paternal family name)

RFC: _____

2. HOME ADDRESS: (Include "código postal")

mail: _____ Phone: _____

Mobile Phone: _____

3. BUSINESS/WORK ADDRESS: (Include "código postal")

_____ Phone: _____

4. BIRTH DATE:

BIRTHPLACE:

NATIONALITY:

5. MARITAL STATUS IN 1 YEAR: single married other _____ Number of dependents _____

6. ACADEMIC BACKGROUND: Begin with the most recent and list only university and professional schools

INSTITUTION AND LOCATION

MAJOR FIELD OF STUDY

DATES ATTENDED

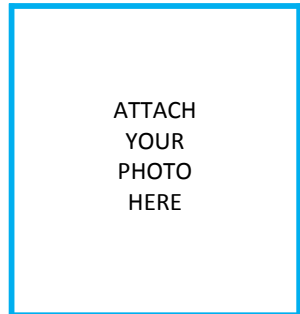
GRADE POINT AVERAGE

DEGREE

DATE DEGREE RECEIVED

7. ACADEMIC HONORS, AWARDS AND SCHOLARSHIPS RECEIVED IN THE PAST: <200 characters max>

8. SCHOLARSHIPS OR FELLOWSHIPS HELD AT PRESENT: <200 characters max> (Give source or sponsor, amount, duration and specify if granted in connection with the master's program you seek)



9. PUBLICATIONS: (List no more than three principal publications and attach comprehensive bibliography if necessary)
 <400 characters max>

10. PROFESSIONAL EXPERIENCE: (Begin with the most recent employer and emphasize full time work experience)

INSTITUTION	POSITION	DATES

ACTIVITIES <200 characters max>	HOURS/WEEK

INSTITUTION	POSITION	DATES

ACTIVITIES <200 characters max>	HOURS/WEEK

11. STUDY PLANS:

MAJOR FIELD OF STUDY: _____

DEGREE YOU EXPECT TO RECEIVE (MASTER'S TITLE): _____ **DURATION:** _____

DESCRIBE IN DETAIL YOUR STUDY OBJECTIVES:

Your proposed program of study must be consistent with previous training and experience. Be specific and clear about the field and specialization sought. Also, please describe why you believe right now is the best time for you to undertake the proposed degree. Why is your study plan of interest to the Jalisco State Government? <500 characters max>

RESEARCH: Describe any research you have completed or in which you are currently involved. <300 characters max>

CAREER YOU WILL PURSUE WITHIN THE GOVERNMENT OF JALISCO AFTER YOU FINISH YOUR MASTER'S:

Be specific. Indicate where you plan on being hired within the State Government and why, what area interests you, and if you have already secured or have been offered employment. If you have a return employment offer, provide copies. Describe any contacts you have made within the departments where you expect to be hired. <500 characters max>

12. IF YOU HAVE TRAVELED OR LIVED IN A COUNTRY OTHER THAN MEXICO, INDICATE PLACES, DATES AND PURPOSES. ALSO INDICATE IF YOU SPEAK AND WRITE LANGUAGES OTHER THAN SPANISH AND ENGLISH.

<200 characters max>

RATE YOUR OWN ENGLISH LANGUAGE ABILITIES (EXCELLENT, GOOD, FAIR, POOR) IN:

COMPREHENSION _____

SPEAKING _____

READING _____

WRITING _____

13. ENGLISH PROFICIENCY: (Please attach a copy of any scorecard)

TOEFL iBT y/o IELTS. _____ DATE TAKEN _____

14. INDICATE SCORE AND DATE OF THE FOLLOWING: (Attach copies if available. If you have not taken either exam, please indicate the date when you plan to take any one which applies to you.)

GRE (GRADUATE RECORD EXAMINATION):

SCORE
VERBAL _____ QUANTITATIVE _____ ANALYTICAL _____ TOTAL _____ DATE _____

GMAT (GRADUATE MANAGEMENT ADMISSION TEST):

TOTAL SCORE _____ DATE TAKEN: _____

15. WHERE DID YOU HEAR ABOUT THIS SCHOLARSHIP PROGRAM? IF YOU WERE REFERRED TO US BY A FORMER OR CURRENT BECAS MOB SCHOLAR, PLEASE PROVIDE HIS/HER NAME. <200 characters max>

16. LIST THE UNIVERSITIES THAT YOU WERE ASKED TO INVESTIGATE AND GIVE YOUR IMPRESSIONS ABOUT THEIR CURRICULA. PLEASE MENTION ANY OF THESE WHICH HAVE ADMITTED YOU

1. UNIVERSITY

DEPARTMENT

SPECIFIC IMPRESSIONS

2. UNIVERSITY

DEPARTMENT

SPECIFIC IMPRESSIONS

3. UNIVERSITY

DEPARTMENT

SPECIFIC IMPRESSIONS

4. UNIVERSITY

DEPARTMENT

SPECIFIC IMPRESSIONS

5. UNIVERSITY

DEPARTMENT

SPECIFIC IMPRESSIONS

17. LIST OTHER UNIVERSITIES WHICH YOU HAVE RESEARCHED. EXPLAIN THEIR STRENGTHS AND WEAKNESSES AND WHY YOU WISH TO SEEK ADMITANCE TO THEM, IF APPROVED. <400 characters max>

18. IF MARRIED, PLEASE DESCRIBE YOUR SPOUSE'S CURRENT OCCUPATION. IF A SPOUSE AND/OR CHILDREN WILL ACCOMPANY YOU DURING YOUR STUDY ABROAD, MENTION WHAT HE/SHE/THEY WILL DO. <200 characters max>

19. PERSON TO CONTACT IN CASE OF EMERGENCY:

NAME: _____

ADDRESS: _____

PHONE: _____ E-MAIL: _____ RELATIONSHIP: _____

20. NAME, PHONE NUMBER, E-MAIL ADDRESS AND OCCUPATION OF THE PERSONS FROM WHOM YOU HAVE REQUESTED LETTERS OF REFERENCE. (ONE MUST BE FROM THE STATE GOVERNMENT OF JALISCO)

1. _____

2. _____

21. PERSONALITY CHARACTERISTICS

Please answer these questions in no more than 50 words each .

- What has been your most important achievement to date? Why? <300 characters max>

- What has been your greatest failure to date? Why? <300 characters max>

- What do you want to achieve in life? <300 characters max>

- Which three principles guide your life? <300 characters max>

- What has been your life's motto until now? <300 characters max>

- What have you done for your country? <300 characters max>

- When you look at a person, what do you see? <300 characters max>

22. AUTOBIOGRAPHICAL STATEMENT

This brief autobiographical statement should include pertinent information about your past life, practical experience and specific interests within and outside your field of study. It should also include your reasons for seeking to join Jalisco's Service. Describe what about you demonstrates leadership, creativity, innovation and the ability to sustain achievement and commitment over time. <3000 characters max>

23. STRATEGIC LIFE PLAN

Describe your long term career goals within Jalisco's State Government (after you complete your master's degree and return). Mention your personal and professional objectives for the next 5 and 10 years and how specifically and realistically you will make them come true Also describe what about you demonstrates that you will fulfill your obligations to Jalisco, considering its term limits and what you will encounter abroad. <3000 characters max>

24. FINANCIAL PLAN

In this space, answer all pertinent questions regarding your financial research and preparation. Please be specific.

Describe how much time, effort and money you have invested in preparing your application for this scholarship from the Government of Jalisco. *<300 characters max>*

Did you apply for a loan or grant from any other company, foundation, organization or government agency? If so, for each, state the institution, amount sought, time span and current status. If you did not, state why not *<300 characters max>*

How long and how much have you saved for this study abroad? What is your current salary? *<300 characters max>*

Is your family willing to help you? If so, specify to what extent. If not, specify why not . State the occupation of your parents and brothers. *<300 characters max>*

Have you applied for financial aid with your proposed schools? If so, state your expectations and their reasons. If you have not, state why not *<300 characters max>*

In sum, if this scholarship program can not cover all the costs of your master’s degree, how will you ensure obtaining all the funds required to complete it? *<300 characters max>*

If any family member will accompany you, specify their expenses and state how these will be covered. *<300 characters max>*

FINANCIAL INFORMATION FORM (IN USD)
First school year

Choice		Round trip airfare	Tuition in usd dlls	Food, lodging, insurance and other expenses	Total
1st	University: _____	\$ _____	\$ _____	\$ _____	\$ _____
	Less family aid and personal savings				\$ _____
	Less fellowships, assistantships and school aid				\$ _____
	Subtotal				\$ _____
	Less matching funds by your employer (or other)				\$ _____
	Less scholarship from: _____				\$ _____
	Amount requested from Government of Jalisco				\$ _____

Choice		Round trip airfare	Tuition in usd dlls	Food, lodging, insurance and other expenses	Total
2nd	University: _____	\$ _____	\$ _____	\$ _____	\$ _____
	Less family aid and personal savings				\$ _____
	Less fellowships, assistantships and school aid				\$ _____
	Subtotal				\$ _____
	Less matching funds by your employer (or other)				\$ _____
	Less scholarship from: _____				\$ _____
	Amount requested from Government of Jalisco				\$ _____

Choice		Round trip airfare	Tuition in usd dlls	Food, lodging, insurance and other expenses	Total
3rd	University: _____	\$ _____	\$ _____	\$ _____	\$ _____
	Less family aid and personal savings				\$ _____
	Less fellowships, assistantships and school aid				\$ _____
	Subtotal				\$ _____
	Less matching funds by your employer (or other)				\$ _____
	Less scholarship from: _____				\$ _____
	Amount requested from Government of Jalisco				\$ _____

Choice		Round trip airfare	Tuition in usd dlls	Food, lodging, insurance and other expenses	Total
4th	University: _____	\$ _____	\$ _____	\$ _____	\$ _____
	Less family aid and personal savings				\$ _____
	Less fellowships, assistantships and school aid				\$ _____
	Subtotal				\$ _____
	Less matching funds by your employer (or other)				\$ _____
	Less scholarship from: _____				\$ _____
	Amount requested from Government of Jalisco				\$ _____

Choice		Round trip airfare	Tuition in usd dlls	Food, lodging, insurance and other expenses	Total
5th	University: _____	\$ _____	\$ _____	\$ _____	\$ _____
	Less family aid and personal savings				\$ _____
	Less fellowships, assistantships and school aid				\$ _____
	Subtotal				\$ _____
	Less matching funds by your employer (or other)				\$ _____
	Less scholarship from: _____				\$ _____
	Amount requested from Government of Jalisco				\$ _____

Second school year

Choice		Round trip airfare	Tuition in usd dlls	Food, lodging, insurance and other expenses	Total
1st	University: _____	\$ _____	\$ _____	\$ _____	\$ _____
	Less family aid and personal savings				\$ _____
	Less fellowships, assistantships and school aid				\$ _____
	Subtotal				\$ _____
	Less matching funds by your employer (or other)				\$ _____
	Less scholarship from: _____				\$ _____

Choice		Round trip airfare	Tuition in usd dlls	Food, lodging, insurance and other expenses	Total
2nd	University: _____	\$ _____	\$ _____	\$ _____	\$ _____
	Less family aid and personal savings				\$ _____
	Less fellowships, assistantships and school aid				\$ _____
	Subtotal				\$ _____
	Less matching funds by your employer (or other)				\$ _____
	Less scholarship from: _____				\$ _____

Choice		Round trip airfare	Tuition in usd dlls	Food, lodging, insurance and other expenses	Total
3rd	University: _____	\$ _____	\$ _____	\$ _____	\$ _____
	Less family aid and personal savings				\$ _____
	Less fellowships, assistantships and school aid				\$ _____
	Subtotal				\$ _____
	Less matching funds by your employer (or other)				\$ _____
	Less scholarship from: _____				\$ _____

Choice		Round trip airfare	Tuition in usd dlls	Food, lodging, insurance and other expenses	Total
4th	University: _____	\$ _____	\$ _____	\$ _____	\$ _____
	Less family aid and personal savings				\$ _____
	Less fellowships, assistantships and school aid				\$ _____
	Subtotal				\$ _____
	Less matching funds by your employer (or other)				\$ _____
	Less scholarship from: _____				\$ _____

Choice		Round trip airfare	Tuition in usd dlls	Food, lodging, insurance and other expenses	Total
5th	University: _____	\$ _____	\$ _____	\$ _____	\$ _____
	Less family aid and personal savings				\$ _____
	Less fellowships, assistantships and school aid				\$ _____
	Subtotal				\$ _____
	Less matching funds by your employer (or other)				\$ _____
	Less scholarship from: _____				\$ _____

INSTRUCCIONES PARA COMPLETAR Y ENTREGAR LAS CARTAS DE RECOMENDACIÓN

Las cartas deberán ser preferiblemente enviadas de manera digital a: becasmob@becasmob.org.mx. También pueden ser enviadas o entregadas en sobre cerrado en: Av. Moctezuma 442. Jardines del Sol. Zapopan, Jalisco. C.P. 45050.

Cada carta deberá ser escrita por una persona que haya supervisado al solicitante en trabajos o investigaciones relacionados con el área de estudio que propone. No deberá exceder de dos páginas.

Las cartas se consideraran confidenciales y su contenido no se divulgará al solicitante.

CADA CARTA DEBERÁ INCLUIR:

El nombre del solicitante.

Una mención de cuánto tiempo ha conocido la referencia al solicitante, qué tan bien y en qué capacidad.

Una evaluación objetiva del desempeño, la ambición, la preparación y la capacidad del solicitante para completar con éxito una maestría en su área de estudios.

Un comentario sobre el solicitante, desde el punto de vista y experiencia de la referencia, en base al siguiente perfil:

Los becarios de esta fundación se seleccionan muy cuidadosamente de acuerdo a su preparación, excelencia académica, experiencia en el área de estudios, iniciativa, espíritu competitivo, y sobre todo, a la contribución que brindarán a la modernización y desarrollo de Jalisco y su sector público en el futuro.

Una evaluación de las fortalezas y debilidades del solicitante.

El nombre, título, institución y firma fechada de la referencia.