



**Helen Keller**  
INTERNATIONAL

**Urgent**

**Memo. No. 001**

**15 March 2020**

**Fellowship Award for International One Year Masters**

The National Information Platform for Nutrition (NIPN), FOOD/2017/392-492, funded by the European Union, is a collaboration of Government of Bangladesh and International non-governmental partners led by Helen Keller International and supported by Bangladesh Institute for Development Studies. It is being managed with the support and participation of key governmental institutions: the Bangladesh Bureau of Statistics, the General Economics Division, the Food Planning and Monitoring Unit, the Institute of Public Health and Nutrition, and the Bangladesh National Nutrition Council.

NIPN has been planned as a four-year project, which officially commenced in January 2018. The overall objective of the NIPN is to contribute to the reduction of stunted children in Bangladesh in alignment with WHA 2025 targets. This is being pursued through establishing an inter-agency information and analysis platform for nutrition, strengthening the Government's capacity to monitor progress towards undernutrition reduction, and facilitating implementation of evidence-based policies and programs.

Under its capacity strengthening agenda, there are provisions for a few fellowships for one year international Master program (Fall 2020) in NIPN interest areas such as statistics/biostatistics/data science, epidemiology, public health, demography and public policy (focusing on nutrition & public health) at universities (list enclosed with this circular) in the UK and EU countries. These fellowship will be awarded to the officers of Bangladesh Bureau of Statistics, Statistics and Informatics Division; General Economic Division, Planning Commission; Institute of Public Health and Nutrition and Bangladesh National Nutrition Council, Health Services Division; Ministry of Agriculture; and Food Planning and Monitoring Unit, Ministry of Food.

Officials who are interested as well as concerned with the NIPN process of the above Ministries/Agencies are requested to apply for the said fellowship to the Technical Director, NIPN, email: [MRTalukder@hki.org](mailto:MRTalukder@hki.org) and Operations Director, NIPN, email: [msiddiqua@hki.org](mailto:msiddiqua@hki.org) or by person within 5.00 p.m. 31 March 2020 keeping their employer informed. The conditions for application and university list are enclosed with this circular. Application form, guidelines and other information for fellowship are available in the NIPN office, Level – 5, Demography and Health Wing, Bangladesh Bureau of Statistics, Parishankhan Bhaban E-27/A, Agargaon, Dhaka or the same may be requested through email above.

Yours Sincerely

Aminuzzaman Talukder  
Country Director

**Distribution (Not according to seniority):**

1. Member (Senior Secretary), General Economics Division, Ministry of Planning, Sher-e-Banglanagar, Dhaka
2. Secretary, Statistics and Informatics Division, Parishankhan Bhaban E-27/A, Agargaon, Dhaka
3. Secretary, Ministry of Agriculture, Bangladesh Secretariat, Dhaka
4. Secretary, Health Services Division, Ministry of Health and Family Welfare, Bangladesh Secretariat, Dhaka
5. Secretary, Ministry of Food, Bangladesh Secretariat, Dhaka

**CC:**

1. Director General, Bangladesh Bureau of Statistics (BBS), Parishankhan Bhaban E-27/A, Agargaon, Dhaka
2. Director General, Bangladesh National Nutrition Council (BNNC), IPH Building, Mohakhali, Dhaka
3. Director General, Food Planning and Monitoring Unit (FPMU), Ministry of Food, Khaddya Bhaban, 16 Abdul Gani Road, Dhaka -1000
4. Director, Institute of Public Health and Nutrition (IPHN), Mohakhali, Dhaka
5. Executive Director, BIRTAN, Sechbhavan, Sher-ebanglanagar, Dhaka/Director General, DAE, Farmgate, Dhaka
6. Delegation of the European Union to Bangladesh, House 7, Road 84, Gulshan 2 Dhaka 1212
7. Technical Director, NIPN-HKI, BBS, Level-5, Parishankhan Bhaban E-27/A, Agargaon, Dhaka
8. Director, Demography and Health Wing, BBS and Chair, PMC



## Conditions and guidelines for application

### Fellowship Award for International One year Master Programme

#### Conditions for application:

All applications will be treated with the strictest confidence.

Applicants must:

- Be a government staff member who is working for a Ministry/department which is collaborating with NIPN.
- Hold minimum a bachelor's degree
- Age should be 40 years or below with confirmed service
- Have to obtain a score of 6.0 in an IELTS examination or equivalent
- Have to obtain an offer letter (fall 2020) from any of the listed universities (attached). Officials having valid offer (fall 2020) letter on specified subjects from a well reputed EU university may also apply
- Agree to work for their respective agencies (and NIPN) for at least three years after their return from studies for strengthening capacity within their respective agencies
- Have a valid passport
- Not presently receiving any other fellowship
- Competent authority shall have the right to revise/relax any of the above mentioned conditions and their decision shall be deemed final in the selection process.

Age should be 40 years or below with confirmed government service (within 10 years of joining the service).

#### Application guidelines:

Applications for the fellowship are due by 31 March 2020 for courses begin on September 2020. Fellowships will be only awarded for one-year programs that fit within the NIPN funding period.

Seven documents constitute the application:

1. The Application form
2. A copy of the job description of your most recent official position
3. A letter of intent
4. A letter of recommendation
5. IELTS score sheet (if available at the time of application or have to be obtained before application for enrollment) or equivalent or a certificate for diploma/degree from a foreign English language University with the dates of study detailed. The documentation provided must be at the level or greater than the level required by the selected candidate.
6. NID/Passport copy
7. Signed copy of Conditions and guidelines for application

Applications Form are outlined in Annex 2. Applications must be submitted in the prescribed format and contain all required documents. Incomplete applications will be disqualified. Paper and hand-written applications are not considered. All applications must be submitted by email before 5.00pm; Bangladesh time on the due date.

The subject line of the email should read: “NIPN Master’s Degree Fellowship Application”.

Applications should be sent to the Technical Director, NIPN [MRTalukder@hki.org](mailto:MRTalukder@hki.org) or Operations Director, NIPN [msiddiqua@hki.org](mailto:msiddiqua@hki.org)

**Signature:**

**Date:**

**Potential Universities for one year Master Program**  
**National Information Platform for Nutrition (NIPN)**  
**Helen Keller International**

SL	Name of Institution	Location	Subject	Length	Starting date or Month of course	Application deadline for admission
1	TPH, Associated Institute of the University of Basel	Basel,Switzerland	Epidemiology	1year	Fall Semester: Fall 2020	30 April 2020
2	VU University	Amsterdam	Public policy	1year	September	1 April for international degree holders from non-EU/EEA countries
3	University of Heidelberg	Heidelberg, Germany	Biostatistics	1year	Winter	Information about deadlines can be obtained after you have put together a degree program
4	London School of Hygiene and tropical medicine	London, UK	Epidemiology	1 year	Summer: 20 April 2020 – 22 September 2020	17 July for whom who require tier 4 visa 31 August who does not require tier 4 visa
5	University College of London	London,england	Social Epidemiology	1 year	September 2020	Open: 1 November 2019 Close: 24 July 2020
6	KIT Royal Tropical Institute	Amsterdam	Public health	1year	14 September 2020	25 February 2020

Note: Other renowned EU Universities having the subjects stated above may also be applicable



## Fellowship Award for International One year Master PROGRAMME

### Application Form

Administrative  
Code



## Fellowship Award for International One year Master PROGRAMME

**INSTRUCTIONS:** Please answer each question clearly and completely.

**Write or type in English.** Read carefully and follow all instruction.

2 recent  
35x45mm photo

Administrative  
Code

1. Full Name (Capital Letter):

2. Father's Name:

3. Mother's Name:

4. Date of Birth:

4a. Place of Birth:

5. Sex:

6. NID No.

6a. Passport no.

7. Position and Office Address:

8. Permanent address:

9. Email:

9a. Phone:



Administrative Code:

10. a) Name of University and Country (Option 1 )

10.aa). Name of Degree:

10.b) Name of University and Country (Option 2)

10.bb). Name of Degree:

11. Mention course description and the summary of justification on the selection of the course. Maximum of 500 words. (Please attach)



Administrative  
Code

12. Please describe your participation in the NIPN to date.

13. Languages(Tick)

**English**

**Other Language**\_\_\_\_\_

Native

☐

Native

☐

Excellent

☐

Excellent

☐

Good

☐

Good

☐

Working Knowledge

☐

Working Knowledge

☐

IELTS Score

--

14. Which ministry/agency do you work for currently: \_\_\_\_\_

15. In what year did you join the government service? \_\_\_\_\_

16. Employer Details (list from most recent). Attach the Job Description from your most recent position.

<b>Employer 1</b>	
Employer Name	
Designation	
Department	
Duration	
Supervisor Name	
Address	
Office Phone No	

<b>Employer 2</b>	
Employer Name	
Designation	
Department	
Duration	
Supervisor Name	
Address	
Office Phone No	

<b>Employer 3</b>	
Employer Name	
Designation	
Department	
Duration	
Supervisor Name	
Address	
Office Phone No	

(Please use additional sheet if required)

17. Education (From most recent):

Name of the Institute	Degree Obtained	Duration	Main Course	Achievement

18. List of professional degree/ training

Name of the Institute	Title of Training	Duration	Area of Training	Achievement

19. List professional societies and activities in civic, public or international affairs

20. List any significant publications you have written (References only, please do not attach the articles).

Administrative  
Code

21. Mention three referees name, address, relation, email id and cell no.

	Reference 1	Reference 2	Reference 3
Name			
Designation			
Organization			
Address			
Relation			
Email			
Contract/Cell			

### Letter of Intent

Instruction: State your motivation and interest in applying for this fellowship. What are your specific reasons, linking with the relevance to the policy and programme development in the field of Public health/Nutrition/statistics/biostatistics, demography/public policy? How will the studies you identified benefit to the Ministry and agency that you work and to your career development? (500 words)

Building on your motivation for pursuing this course, please state the specific policy or programme or policy implementation that you would like to focus on during your studies. How do you plan to understand how this policy/programme/implementation method can be improved? How will you advocate for change? (500 words)

Please do not exceed 1000 words altogether for both responses. Write in English. (Please use separate page)

### Letter of Recommendation

Instruction: The supervisor of the applicant who is able to evaluate the applicant's capacity should state clearly in English on the applicant's performance and the applicant's ability and potentiality to apply the knowledge obtained through master's studies to the concerned Ministry or agency's policy and programme development in Bangladesh.

Please do not exceed 500 words. Write in English (Please use additional separate page)

---

I have read the circular, conditions and guidelines carefully and I will fully agree to those. I certify that, to the best of my knowledge and belief, all information on and attached to this application are true, correct, complete, and made in good faith. I understand that false or fraudulent information attached to this application may be grounds for cancellation of or disqualification from award. I understand that any information I give may be investigated.

**Signature:**

**Date:**