

# THE ROCKEFELLER FOUNDATION

49 WEST 49th STREET, NEW YORK 20

## AGRICULTURE

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## INSTRUCTIONS TO APPLICANTS FOR FELLOWSHIPS AND SCHOLARSHIPS IN AGRICULTURE

### I. Enclosures

The following forms are enclosed:

1. Personal History and Application
2. Assurance of Position
3. Medical Examination Report (two copies for married candidates)

### II. Requirements

Before applications for fellowships or scholarships can be presented to the selection committee in New York, candidates are required to complete the following four steps:

#### 1. Personal History and Application

This form must be completed in detail, including the signatures of TWO sponsors from among the officials or staff members of the institution or institutions with which the applicant is associated. Be sure to print or type the names of the sponsors below the signatures. Forward the application form to New York at once without waiting to complete other steps.

#### 2. Assurance of Position

This form must be filled out and signed by the head of the institution to which the candidate will return at the end of the proposed fellowship or scholarship experience. It should be returned to New York at the same time as the application form or as soon as possible thereafter.

#### 3. Medical Examination Report

About six months before the anticipated beginning date for a fellowship or scholarship experience, arrangements should be made for a medical examination. If a fellow is to be accompanied by his wife and one or more minor children, it is necessary that the wife have a complete medical examination and that each child obtain a certificate of good health.

Medical examinations should be performed by a professor of medicine in a recognized medical college or by the physician in charge of the medical department of a local hospital. If neither is feasible, the applicant may wish to arrange for the examination through a physician recommended by the college or institute with which he is associated. The Foundation medical consultant requests that all laboratory work called for on the reporting form be carried out in full. A chest X ray is particularly important, and it should be interpreted by a competent specialist in radiology.

Medical reports when completed should be forwarded by air mail directly to the New York office by the examining physician. They should be accompanied by a statement of the charges for services performed in examining the fellow (and his wife) including the cost of X ray and laboratory analyses. The Foundation assumes no responsibility for the traveling or other expenses of children accompanying fellows or scholars so that any fees charged for medically examining such children are to be paid by the candidate.

#### 4. Admission for Study

It is the responsibility of the candidate to obtain assurance from the institution of his choice that he can be admitted for a study or research experience. He should, therefore, begin making inquiry at once by letter. Do not delay forwarding the application and other forms while waiting to obtain replies to inquiries about admission. As replies are received, please send copies to the Foundation.

### III. Addressing Correspondence

All correspondence should be forwarded to The Rockefeller Foundation, 49 West 49th Street, New York 20, New York, by air mail. Inquiries about any part of the application process may be addressed to Mr. Kenneth Wernimont, Assistant Director for Agriculture, or to the officer who conducted the candidate's personal interview.

Application forms and other material will be routinely acknowledged upon receipt in New York. It is the responsibility of the candidate to be certain that all documentation is completed promptly.