

**AMERICAN INDONESIAN CULTURAL  
AND EDUCATIONAL FOUNDATION, INC.**

**INSTRUCTION SHEET FOR TRAVEL AND RESEARCH SCHOLARSHIPS**

To promote and support the timely and successful completion of requirements for a Ph.D. degree by Indonesian students currently enrolled in graduate degree programs in accredited United States colleges and universities, the Foundation grants scholarships to fund research and travel expenses of students whose dissertations require travel to and field work or research in Indonesia.

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**DOCUMENTS REQUIRED**

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- 1. Scholarship Application:** Please complete the scholarship application in full **online**. *Do not submit your own form of application.* If you have additional information you would like to include such as a CV or resume, you will have the opportunity to upload it or you can mail it to the Foundation. Be sure to download and complete the **Signature Form**, located within the application.
- 2. Transcript of Grades:** Please arrange for your school to mail us the most recent *official transcript of your grades.*
- 3. Letter of Recommendation:** Please arrange for the faculty member supervising your Ph.D. dissertation to send written verification of your approved dissertation proposal and support for your grant request. The *original signed letter of recommendation* must be mailed to us on the School's official letterhead.
- 4. U. S. Immigration Documents:** Please attach a copy of your *current I-20 form and passport visa.*
- 5. Enrollment Verification:** Please provide enrollment verification certifying that you are in good academic standing in your college or university and that you have completed all Ph.D. degree requirements except your dissertation.
- 5. Followup Procedures:** Please complete all sections of the Application Form and provide the documentation requested in the form.

**INSTRUCTIONS FOR COMPLETING APPLICATION FORM**

Please include your most recent grade point average (GPA) on the bottom the scholarship application.

Please specify your major and the date you expect to complete *all* your Ph.D. degree requirements.

It is very important that your financial information be completed accurately.

Your estimated expenses and resources we ask you to provide on page 4 should relate only to the period of time you estimate it will take to complete your travel and research in Indonesia, and this information must be supplied in full in order for us to consider your application.

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If you have any questions, a representative of the Foundation can also be reached at (212) 972-1104 during business days from 10:00 A.M. until 5:00 P.M., Eastern Standard Time or by E-mail at [info@aicef.org](mailto:info@aicef.org).