



Special Committee for the Hegg Hoffet Fund

2023 APPLICATION FORM

The Hegg Hoffet fund provides short-term grants to graduate women who have been displaced as a result of war, political upheavals, natural disasters, or other emergencies. These grants may be allocated for reasons such as: refresher courses for re-entry into the candidate's professional field, language courses for integration into their new country, or courses necessary to pass required national exams.

IMPORTANT: Please PRINT clearly or type, in BLACK ink only, or use a computer.

All sections of the application form must be completed by the applicant for submission to be accepted for consideration.

1. Personal Data

Surname: _____

First name: _____

Date of birth: _____

Place and country of birth: _____

Nationality: _____

Marital status (circle one): Married Single Divorced Widowed

Since what date have you lived in your current country of residence? (dd/mm/yyyy): _____

Your current address:

Phone number, including country code: _____

Email address: _____

Email address (alternate): _____

Please list members of the family who currently live with you, including ages and relationships:

Provide contact of family members

2. Education

High School:

Post -secondary (include faculties and fields of study):

Degrees (obtained or expected), with name of granting university:

Professional qualifications, if any:

3. Work experience, if any:

4. Languages: (List known languages, and rate your abilities under each heading as Excellent, Good, Fair, Poor)

<u>Understand</u>	<u>Speak</u>	<u>Read</u>	<u>Write</u>
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5. General information:

(Briefly describe your personal history, your current situation, and your plans or expectations for future study and work. Please write in English if at all possible. **This page only** may be submitted in French, Spanish, or German if you are fluent in any of these languages.)

6. Financial Information: (in the currency of your country of residence)

Income (per month):

Average Income (net pay):

Social Benefits, if any:

Grant Income, if any:

If married, husband's average income, if any:

Income of other relatives who live with you:

Any other income (specify):

Total monthly income from all sources:

Expenses (monthly):

Rent (or mortgage):

Food:

Utilities (heat, electricity, water, phone):

Fees, insurance, taxes:

Tuition, books:

Childcare, if applicable:

Clothing and shoes:

Transportation:

Other expenses (specify):

Total monthly expenses:

Please specify which organizations are helping you at present, and how long this help will last:

Amount of the minimal cost of living in your current country of residence (monthly):

For one person:

For a couple:

7. Request for assistance from the GWI Hegg Hoffet Fund:

How much money is needed?

For what will the money be used?

Completion of present course of studies: Yes No

Language courses: Yes No

Revalidation of professional qualifications: Yes No

Other purposes (please specify): _____

Please specify further information about above mentioned course/revalidation:

- such as title of the course

- name and place of university/ graduate school at which the course will be taken

- any other particulars

How long will the financial aid be required (usually less than two years)?

To what other organizations have you applied for financial aid/grants and what were the results of your applications?

8. References:

Name, local address, and phone number of three people who are **not family members**:

9. If the request for assistance is granted, the applicant agrees to:

- complete the course and /or certification,
- will give periodical feedback to the GWI Hegg Hoffet Fund on her progress for the duration of the course
- a short video or presentation that may be used by GWI for publicity purposes and during GWI's meetings and/or conferences.

10. Verification:

The applicant confirms that the answers to all the above questions are true and complete.

Date: _____

Signature: _____

Please attach a recent photo of yourself, and documents verifying your nationality, refugee status, degrees obtained, acceptance into course of studies, scholarships, employment, etc.

**Please submit your application to:
hegghoffet@gwi.graduatwomen.org**

**Or by mail to:
Graduate Women International
Hegg Hoffet Programme
Chemin du Grand-Montfleury, 48
CH-1290 Versoix
Switzerland**