



MIDDLE EAST PARTNERSHIP INITIATIVE

Middle East Entrepreneur Training in the United States (MEET U.S.)

Application

Due Date September 30, 2005

Sponsored by the U.S. Department of State
Bureau of Near Eastern Affairs
Office of the Middle East Partnership Initiative

Implemented by the Beyster Institute (BI)
In collaboration with America-Mideast Educational and Training Services, Inc.
(AMIDEAST) and
The U.S. Department of State



Program Description

Middle East Entrepreneur Training in the United States (MEET U.S.)

The Middle East Entrepreneur Training in the United States (MEET U.S.) is an innovative training program designed to identify, develop and sustain a new core of business leaders for the Middle East and North Africa (MENA) region.

The MEET U.S. program provides skills training, professional networking, and alumni support systems to increase the managerial and entrepreneurial leadership skills for growing companies. The program's goal is to help promising executives, managers and entrepreneurs realize their aspirations to build successful, growing enterprises that will contribute to economic growth and community well being in the MENA region. The participation of women in the program is highly encouraged.

The MEET U.S. program is open to citizens from the following countries and territories: Algeria, Bahrain, Egypt, Iraq, Israel, Jordan, Kuwait, Lebanon, Morocco, Oman, Qatar, Saudi Arabia, Tunisia, United Arab Emirates, West Bank/Gaza and Yemen.

MEET U.S. is a program of the Middle East Partnership Initiative (MEPI) of the U.S. Department of State which is a Presidential initiative to support economic, political, and educational reform efforts in the MENA region and to champion opportunity for all people of the region, especially women and youth. The initiative strives to link Middle Eastern, North African, U.S., and global private sector businesses, non-governmental organizations, civil society elements, and governments together to develop innovative policies and programs to achieve the mission.

MEET U.S. will be managed and implemented by the Beyster Institute (BI) at the Rady School University of California San Diego in collaboration with America-Mideast Educational and Training Services, Inc. (AMIDEAST) and the Department of State.

Training Description

The MEET U.S. training program is designed for talented and high potential entrepreneurs, executives, and managers in growth-oriented companies who have demonstrated leadership ability in their companies and communities and who have a promising future in the region.

The MEET U.S. training program consists of two separate industry-specific groups: "information, communication and technology (ICT)" sector, and "business services" sector.

- Each industry program will be three weeks in length targeting 20 young emerging leaders in growth-oriented companies.
- The training will be based in San Diego, California and include interactive site visits and internship exchanges with American businesses in the same industry.
- Participants must have 5 to 10 years of business experience, have shown involvement in their community, and exhibit potential for expanded leadership roles in their companies and communities.

Although helpful, fluency in English is not required. The MEET U.S. Program will provide simultaneous interpretation in Arabic and French.

Each program will cover international and domestic travel in the U.S., health insurance, housing and a living stipend in the United States. All selected participants for the program will be funded for participation in special alumni events after their training experience.

Application and Selection Process

Competition for each program will be open, merit-based and fair. Applicants will be evaluated based on current position and personal business experience, size of business and potential for growth, prospects for working in an international business environment, educational background, willingness to learn and to mentor others, future leadership potential, and personal referrals.

The MEET U.S. program does not discriminate on the basis of sex, race, color, age, religion, national origin, or handicap. This policy is consistent with relevant U.S. governmental statutes and regulations.

Individuals in the following circumstances are NOT eligible for the Middle East Entrepreneur Training in the United States (MEET U.S.):

- U.S. citizens and permanent residents of the United States.
- Individuals currently participating in academic, training or research programs in the United States.
- Individuals currently residing or working outside the participating countries.
- Individuals who have participated in an exchange visitor program sponsored or funded by the U.S. government for a period of more than six weeks and who have not fulfilled their J-1 visa, two- year home residency requirement by the time of application.
- Employees and their families of non-profit organizations who administer the MEET U.S. on behalf of the United States Department of State. This provision does not disqualify self-supporting members of families who live apart from their parents.

- Local employees of the U.S. missions abroad who work for the U.S. Department of State are ineligible for grants during the period of their employment and for one year following the termination of employment.
- Immediate families (i.e. spouses and dependent children) of U.S. Department of State employees for a period of one year following the termination of such employment. This provision does not disqualify self-supporting members of families who live apart from their parents.
- Persons arrested for, charged with, or convicted of a crime.

BEFORE FILLING OUT THIS APPLICATION PLEASE FAMILIARIZE YOURSELF WITH THESE INSTRUCTIONS:

1. Written application:

- Complete this application in full.
- Submit your resume (curriculum vitae) with the application form.
- Provide two letters of recommendation—one from a business supervisor or associate and the other from someone who can comment on your involvement in your community.
- Provide a copy of the first pages of your passport.

The application can be typed or printed legibly by hand. You can use additional sheets of paper for your answers. **ALL QUESTIONS MUST BE ANSWERED.** If a question is not applicable, please write N/A (not applicable). When you list your phone number, make sure you include the country and city codes.

2. On-line applications:

You may submit your applications either on line at the AMIDEAST web site located at <http://www.amideast.org> or by mail or in person to the office address listed for your country of residence as outlined below. (See attached listing of AMIDEAST office addresses). Submit all supporting documentation to the same office.

3. Personal interview:

AMIDEAST will contact selected applicants to schedule a personal interview. A selection committee comprised of program staff, U.S. embassy personnel, and business leaders from the region will conduct the interviews. These interviews are a requirement of the selection process.

4. Final Selection:

Semi-finalists' application packages will be selected and sent to Washington, D.C. for final selection. Participants do not need to travel to Washington DC. Overall applications and interview results will be used to determine those that will be invited to attend each program in the U.S.

For which training program are you applying?

Please select only one.

Industry-specific program

Information/Communication/Technology (Jan 21-Feb 11, 2006)

Business Services (Mar 25-Apr 14, 2006)

Applications and supporting documentation should be submitted to one of the following addresses:

<p>Algeria Street address: AMIDEAST, 22, rue Al Amine Al Abassi, Cité Jardins 1002, Tunis-Belvédère, Tunisia Mailing address: B.P. 351, Tunis-Belvédère 1002, Tunisia Fax: (216-71) 791-913 Email: Tunisia@amideast.org</p>	<p>Bahrain Street address: AMIDEAST, Yousef Al-Qenai Street, Building 15, Block 3, Salmiya, Kuwait Mailing address: PO Box 44818, Hawalli, 32063, Kuwait Fax: 965-575-0671 Email: Kuwait@amideast.org</p>	<p>Egypt Street address: AMIDEAST, No. 23 Mossadak Street, Dokki, Giza Mailing address: PO Box 96, Magles El Shaab Fax: (20-2)795-2946 Email: Egypt@amideast.org</p>
<p>Iraq ERBIL -Street address: AMIDEAST, Bldg. #5, Street 240/4/15, Former WFP Office, Ainkawa, Erbil. Phone 225 0054 BAGHDAD - AMIDEAST drop-box at Babel Hotel BASRA - AMIDEAST drop-box at University of Basra U.S. Fax: (202)776 7111 Email: Iraq@amideast.org</p>	<p>Israel Street address: AMIDEAST, Al-Hilal Street, Hirbawi Building, Ground Floor, Beit Hanina East Jerusalem Mailing address: PO Box 19665, Jerusalem 91193 Fax: 972 (or 970) 2-583-5647 Email: WB-Gaza@amideast.org</p>	<p>Jordan Street address: AMIDEAST, Rodeo Plaza Building, 3rd floor, Nuh Al-Rumi Street Sweifiyeh, Across from Cafe La Noisette Mailing address: P.O. Box 1249, Amman 11118 Fax: (962-6)581-4020 Email: Jordan@amideast.org</p>
<p>Kuwait Street address: AMIDEAST, Yousef Al-Qenai Street, Building 15, Block 3, Salmiya, Kuwait Mailing address: PO Box 44818, Hawalli, 32063, Kuwait Fax: 965-575-0671 Email: Kuwait@amideast.org</p>	<p>Lebanon Street address: AMIDEAST, Beirut Central District, Bazerkan Building, First floor, Nijmeh Square, Next to the Parliament Beirut Mailing address: P.O. Box 11-2190 Riad El Solh, Beirut 1107 2100 Fax: (961-1) 989901 Ext. 100 Email: Lebanon@amideast.org</p>	<p>Morocco Street address: AMIDEAST, 35, zanqat Oukaimeden, Agdal, Rabat Fax: (212-3) 767-5074 Email: Morocco@amideast.org</p>
<p>Oman Street address: AMIDEAST, Algiers Street, #66 (near the Sana'a Trade Center), Sana'a, Republic of Yemen Mailing address: P.O. Box 15508, Sana'a, Republic of Yemen Fax: (967-1) 206-942 Email: Yemen@amideast.org</p>	<p>Qatar Street address: AMIDEAST, Algiers Street, #66 (near the Sana'a Trade Center), Sana'a, Republic of Yemen Mailing address: P.O. Box 15508, Sana'a, Republic of Yemen Fax: (967-1) 206-942 Email: Yemen@amideast.org</p>	<p>Saudi Arabia Street address: AMIDEAST, Algiers Street, #66 (near the Sana'a Trade Center), Sana'a, Republic of Yemen Mailing address: P.O. Box 15508, Sana'a, Republic of Yemen Fax: (967-1) 206-942 Email: Yemen@amideast.org</p>
<p>Tunisia Street address: AMIDEAST, 22 rue Al Amine Al Abassi, Cite Jardins,1002, Tunis-Belvédère, Tunisia Mailing address: B.P. 351, Tunis-Belvédère 1002, Tunisia Fax: (216-71) 791-913 Email: Tunisia@amideast.org</p>	<p>UAE Street address: AMIDEAST, CERT Technology Park, Higher Colleges of Technology , Muroor Road (4th Street), Opposite to the Fire Station Defense Area, Abu Dhabi, United Arab Emirates Mailing address: P.O. Box 5464, Abu Dhabi Fax: (971-2) 443-1489 Email: UAE@amideast.org</p>	<p>West Bank/Gaza (Jerusalem) Street address: AMIDEAST, Al-Hilal Street Hirbawi Building, Ground Floor, Beit Hanina, East Jerusalem Mailing address: PO Box 19665, Jerusalem 91193 Fax: 972 (or 970) 2-583-5647 Email: WB-Gaza@amideast.org</p>

West Bank/ Ramallah Street address: AMIDEAST, Al-Watanieh Towers, 1st floor, 34 Municipality Street, El-Bireh, Ramallah District Mailing address: PO Box 19665, Jerusalem 91193 Fax: 972 (or 970) 2-240-8017 Email: WB-Gaza@amideast.org	Gaza Strip Street address: AMIDEAST, Martyr Raja Street No. 8/704, Bseiso Building, 8th floor, Opposite, Of Arab Bank of Rimal, Al Jondi Al Majhool, Rimal Mailing address: PO Box 1247, Gaza City, Gaza Strip, Palestinian National Authority Fax: 972 (or 970) 8-286-9338 Email: WB-Gaza@amideast.org	Yemen Street address: AMIDEAST, Algiers Street, #66 (near the Sana'a Trade Center), Sana'a, Republic of Yemen Mailing address: P.O. Box 15508, Sana'a, Republic of Yemen Fax: (967-1) 206-942 Email: Yemen@amideast.org 162 Miswat Street (across from the British Consulate) , Khormaksar, Aden Republic of Yemen Fax: (967-02) 232-345 Email: Aden@amideast.org
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For additional information, please refer to the F.A.Q posted on the MEET U.S. Program project page on the AMIDEAST website at:<http://www.amideast.org>
Biographical Information

Personal Identification Information:

Preferred Title: Dr. Mr. Mrs. Miss Ms.

Last or Family Name: _____ First Name: _____

Middle/Other Name: _____

(Enter your name exactly as it appears on your passport)

Gender: Male: Female:

Date of Birth: Month____ Day____ Year____

Marital Status: Single Married Widowed Divorced Separated

Place of Birth: Country:_____ Province:_____ City:_____ Other information: _____

Current Citizenship: (Country)_____ Other / Dual Citizenship: (Country)_____

Country of Current Residence:_____

Contact Information:

Residence Address: _____

Postal Code: _____

Mailing Address: _____

Postal Code: _____

Preferred address for program to contact you: Residence Address Mailing Address

Home Telephone #:

Country Code _____ City Code _____ Telephone Number _____ Fax Number _____

Work Telephone #:

Country Code _____ City Code _____ Telephone Number _____ Fax Number _____

Mobile Telephone #:

Country Code _____ City Code _____ Telephone Number _____

E-mail Address:

(Highly recommended)

In case of emergency, whom should we contact?

Name: _____

Tel #: _____

Address: _____

Languages: Please rate your proficiency in the following languages:

		Native fluency	Excellent	Good	Fair
Read	Arabic				
	English				
	French				
Write	Arabic				
	English				
	French				
Comprehend	Arabic				
	English				
	French				
Speak	Arabic				
	English				
	French				

Other Languages you are fluent in: (1) _____ (2) _____

Professional and Employment Information:

Please remember to submit a professional résumé with your application.

List your business and employment history for the past ten years, beginning with most recent, attach additional pages if needed

Dates From To	Company/Organization Name	City	Position Title	Responsibilities & Duties

Professional Affiliations:

List any professional associations, non-governmental (NGO) organizations or other organizations in which you currently are a member or with which you have been involved:

Start Date	End Date	Organization/Association Name	Organization Purpose or Function

Additional Information:

How did you learn about the Middle East Entrepreneur Training in the United States (MEET U.S)?

- ___ Print advertising
- ___ Internet announcement
- ___ From a friend/acquaintance
- ___ From a business colleague
- ___ Through a professional association
- ___ Other: _____

Passport Information: Please provide the following information regarding your international passport. If you are selected to participate in the program, this information will be used to facilitate your visa application:

Do you have an external passport? Yes No

Series / Number: _____

Country of Issue: _____

Passport Expiration Date: Month____ Day____ Year____

Have you ever applied for a U.S. visa? Yes ____ No ____

What year? _____ Where? _____

Have you ever been turned down for a U.S. visa? Yes____ No____

Have you ever applied for an immigrant visa to the U.S.? Yes ____ No____

What year? _____ Where? _____

Have you worked, studied or traveled abroad? Yes____ No____

If yes, where? _____

What year(s)? _____

Purpose of Travel? _____

Do you have a disability? If yes, please describe (This question is for statistical purposes only and will not affect your eligibility in any way):

Statement of Experience:

Please answer the following questions. Your answers to these questions are very important in the selection process.

1. Provide an example of your leadership ability. Explain how you demonstrated leadership to solve an important problem or take advantage of a significant opportunity in your business experience.

2. Describe an incident in which you exhibited resourcefulness and initiative. What did you do to overcome adversity or resolve a difficulty?

3. Describe how you were able to adapt to a new situation. What did you have to do or how did you have to change?

4. Give an example of how you have demonstrated creativity and innovation in your work or life experience. Explain how you came up with a unique or novel approach to a challenge.

5. Describe a business situation in which you had to persuade someone to follow your advice or helped to settle a difference of opinion.



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Confidential Letter of Reference

Two letters of reference should be submitted. One should be from the applicant's supervisor.

Applicants who are owners of businesses and/or self-employed, may submit an explanation of their situation along with a letter of recommendation from someone familiar with the applicant's professional experience. The second letter of recommendation should be from someone who can comment on the applicant's involvement in the community.

The following information should be completed by the applicant:

Applicant Name: _____ Country: _____

Supervisor's Name: _____ Title: _____

Organization or Employer: _____

The remainder of this form should be completed by the applicant's supervisor:

How long have you known the applicant?

In what capacity?



Democracy • Economics • Education • Women



Program Description

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Applicant Evaluation

In the rating chart below, please evaluate the applicant:

<u>Category</u>	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>Unable to Judge</u>
Leadership ability:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resourcefulness and initiative:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adaptability to new situations:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creativity and innovation:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communication skills:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Risk taking:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please describe why you believe the applicant is prepared to benefit from this leadership training program. Examples from the applicant's professional background that support of your conclusions would be very helpful.

Please share a concrete example of a specific accomplishment the applicant has made in his/her professional work.

In what ways do you see this applicant making a difference when he/she returns after the training?

Name and title (please print):

Place of Employment:

Address:

Telephone # _____ E-Mail address:

Signature: _____ Date: _____

