

N° 01367

PM/SGG/INFO

RÉPUBLIQUE DU SÉNÉGAL

Un Peuple - Un But - Une Foi

N°

PrimatureLe Secrétaire Général du Gouvernement

Dakar, le 27 MAR. 2015

CIRCULAIRE**A**

Mesdames et Messieurs les Ministres ;
Madame et Messieurs les Ministres délégués ;
Monsieur le Ministre, Secrétaire général
de la Présidence de la République.

OBJET : appel à candidature d'un stage de formation dans le cadre du
Programme Malaisien de coopération technique, English Language
Teaching Center (ELTC)

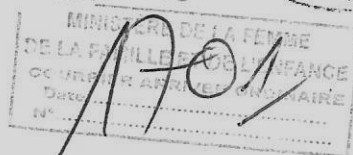
Je vous fais tenir, ci-joint, pour diffusion auprès de vos services, un appel à
candidature pour un stage de formation intitulé « Mobile Learning and Social
Networking » qui sera organisé du 24 août au 11 septembre 2015 en Malaisie, que le
Ministre des Affaires étrangères et des Sénégalais de l'Extérieur a bien voulu me
faire parvenir par lettre n° 003300 MAESE/DAPMO/DAP du 10 mars 2015.

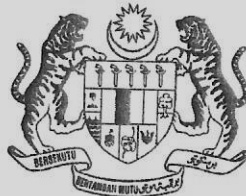
Je vous en souhaite bonne réception.

**Abdou Latif COULIBALY****Autres destinataires :**

- SP/PM
- DC/PM
- SP/SGG
- SP/SGA

27 MAR 2015





PARTW

3.3.15

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MS 032/15

L'Ambassade de Malaisie à Dakar présente ses compliments au Ministère des Affaires Etrangères et des Sénégalais de l'Extérieur de la République du Sénégal et a l'honneur de lui faire parvenir ci-joint, la brochure avec les formulaires standard sur le programme de stage de courte durée, organisée par **English Language Teaching Centre (ELTC) de Malaisie** pour l'année 2015, dans le cadre du Programme Malaisien de Coopération Technique (MTCP). Les ressortissants sénégalais intéressés sont invités à postuler pour ce stage intitulé **Mobile Learning and Social Networking**, qui se déroulera en Malaisie **du 24 Aout au 11 Septembre 2015**.

Les demandes doivent être faites sur les nouveaux formulaires MTCP ci-joints. Les participants doivent être aptes sur le plan médical, et avoir une bonne maîtrise de la langue anglaise. Les formulaires doivent être accompagnés du rapport médical établi sur le formulaire standard également ci-joint, et de la photocopie du passeport du candidat. Les formulaires doivent être dûment remplis en anglais et contresignés par l'autorité administrative de tutelle, revêtus du cachet du Ministère des Affaires Etrangères ou de la Direction de l'Assistance Technique, avant transmission du dossier complet à l'Ambassade de Malaisie à Dakar, pour acheminement auprès de l'organisateur du stage au plus tard le 30 Avril 2015. Les dossiers incomplets ou soumis tardivement seront classés sans suite.

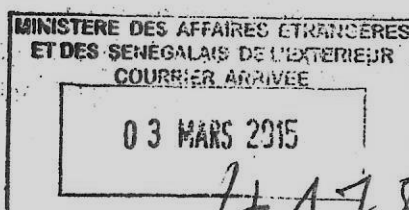
Les candidats sénégalais sélectionnés seront pris en charge par le Gouvernement de Malaisie qui leur fournira le billet d'avion aller-retour Dakar/Kuala Lumpur/Dakar en classe économique, l'hébergement et la restauration durant le stage, et une allocation raisonnable pour leurs dépenses quotidiennes. Les frais relatifs aux stages seront également à la charge du Gouvernement de Malaisie.

La sélection finale sera effectuée par l'organisateur du stage et seuls les candidats retenus seront notifiés. Les informations complémentaires sont disponibles dans la brochure ci-jointe.

L'Ambassade de Malaisie à Dakar saisit cette occasion pour renouveler au Ministère des Affaires Etrangères et des Sénégalais de l'Extérieur de la République du Sénégal les assurances de sa très haute considération.

Dakar, le 02 Mars 2015

MINISTERE DES AFFAIRES ETRANGERES
ET DES SENEGALAIS DE L'EXTERIEUR
DE LA REPUBLIQUE DU SENEGAL
DAKAR



4178

MS 032/15

L'Ambassade de Malaisie à Dakar présente ses compliments au Ministère des Affaires Etrangères et des Sénégalais de l'Extérieur de la République du Sénégal et a l'honneur de lui faire parvenir ci-joint, la brochure avec les formulaires standard sur le programme de stage de courte durée, organisé par **English Language Teaching Centre (ELTC) de Malaisie** pour l'année 2015, dans le cadre du Programme Malaisien de Coopération Technique (MTCP). Les ressortissants sénégalais intéressés sont invités à postuler pour ce stage intitulé **Mobile Learning and Social Networking**, qui se déroulera en Malaisie **du 24 Aout au 11 Septembre 2015**.

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Dakar, le 02 Mars 2015

**MINISTERE DES AFFAIRES ETRANGERES
ET DES SENEGALAIS DE L'EXTERIEUR
DE LA REPUBLIQUE DU SENEGAL
DAKAR**



Training Methodologies

The training methodology balances theoretical understanding with practical application, using different teaching and learning approaches. Participants will have the opportunity to use m-learning devices in their teaching and learning, assess and select appropriate applications and teach using new pedagogical approaches. At the end of the course, participants would have prepared a ready-to-use m-learning project for immediate implementation in their respective countries. Participants will require at least a smartphone (tablet preferable) to apply for the course.

The social networking component is primarily practical in nature, where participants design and create learning opportunities for online collaboration, especially in a teaching and learning environment. Multiple social networking sites will be used for this purpose.

Targeted Participants

This course is designed for education practitioners with ICT background and who are interested in extending their practice through mobile technologies and social networking to further enhance the integration of technology in their training.

Application Deadline: 30 April 2015

All applications must be made using standard MTCP application form obtainable from the Embassies or local agencies recognized by the Malaysian Government in the applicant's home country or downloaded from <http://mtcp.kln.gov.my>

Scholarship

Travel:

A return air ticket from capital city of the recipient country to Kuala Lumpur.

Accommodation:

Full board and accommodation will be provided for the duration of the training. (Twin sharing)

Visa & Vaccination:

Successful participants are advised to arrange for their own visa and vaccination prior to their travel, in which the expense to obtain such requirement should be borne by them. Successful participants are required to submit a coloured photocopy of the first page of their valid passport to the program organizer for immigration processing.

Contact Details

For further enquiries, please contact:



English Language Teaching Centre (ELTC)

Ministry of Education Malaysia,
Kompleks Pendidikan Nilai,
Lebuhr Enstek, 71760 Bandar Enstek,
Negeri Sembilan, Malaysia
(Attn: Mr Ananda Kumar)
Tel: 606-7979162 Fax: 606-7979113
Email: anand.kumar@eltc.edu.my



Malaysian Technical Cooperation Programme

MOBILE LEARNING & SOCIAL NETWORKING

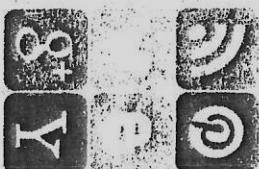
24 August – 11 September 2015 (3 weeks)

A MTCP - ELTC course
for education practitioners



Closing date:

30 APRIL 2015



English Language Teaching Centre (ELTC)
Ministry of Education, Malaysia

3. **EDUCATION (list in order of time, starting with last institution attended)**

Name of institution and place of study	Major field of study	Years of study : from - to	Degree

4. **EMPLOYMENT RECORD**

A. Present or most recent post	B. Previous post
Employer :	Employer :
Years of service (from – to) :	Years of service (from – to) :
Title of your post/position :	Title of your post/position :
Present salary per month (US Dollars) :	Salary per month (US Dollars) :
Name of supervisor and title :	Name of supervisor and title :
Type of organization : Government / Semi Government / Private / NGO #	Type of organization Government / Semi Government / Private / NGO #
Main functions of organization :	Main functions of organization :
Total number of employees :	Total number of employees :

Delete accordingly

Description of your work including your responsibility :

Please continue on supplementary pages if necessary

NOTE : This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Forms which are incomplete or not endorsed will not be accepted

5. REASONS FOR APPLYING

Please state briefly the reasons for applying to this course and how you hope to benefit from the programme.

Please continue on supplementary pages if necessary

Have you participated in any training programme in Malaysia before? : YES / No #

Name of programme

Organizer

Year

Have you participated in any MTCP training programme in Malaysia before? : YES / NO #

Name of Course

Name of Training Institute

Year

Have you participated in any JICA programme, including TCTP training, before? : YES / NO #

Name of Course

Name of Training Institute

Year

Delete accordingly

6. ENGLISH LANGUAGE PROFICIENCY (Kindly provide certificate as proof of proficiency)

	Excellent	Good	Fair	Basic	Remarks
Listening					
Speaking					
Writing					
Reading					

Mother tongue : _____

Language test administered by : _____

Title : _____

Address : _____

Tel Number : _____

E mail : _____

Date and signature : _____

NOTE : This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Forms which are incomplete or not endorsed will not be accepted

7. **MEDICAL REPORT (to be completed by an authorized physician)**

Name of Applicant:			
Age:	Sex:	Height: cm	Weight: kg
Blood Pressure:			
Blood Group: ☐ A ☐ B ☐ AB ☐ O ☐ Other ()			
Is the person examined at present in good health?		Is the person examined physically and mentally able to carry out intensive training away from home?	
Is the person free of infectious diseases (AIDS, tuberculosis, trachoma, skin diseases etc.)?		Does the person examined have any condition or defect (including teeth) which might require treatment during the course?	
List any abnormalities indicated in the chest X ray.		Pregnancy Test (for women):	
I certify that the applicant is medically fit to undertake a course in Malaysia. Name of Physician : _____ Address of Clinic : _____ (printed) Telephone : _____ (printed) Email : _____ Date : _____ Signature of Physician : _____ Seal of Clinic : _____			

NOTE : This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Forms which are incomplete or not endorsed will not be accepted

8. APPLICANT'S DECLARATION

I, _____ of _____
Name of applicant Representing Country

Declare that:

- a) All information provided is true, complete and accurate to the best of my belief and knowledge, and that I have not wilfully suppressed any material facts;
- b) I am medically fit and free from any medical problems which may impair my ability to attend and complete the training in Malaysia;
- c) I will be personally liable for **all** medical expenses due to pre-existing conditions/illnesses incurred during my stay in Malaysia after my admission to any Malaysian government hospitals/clinics, and also other than those covered under the Group Personal Accident Insurance. (All successful participants are covered under Group Personal Accident. The Group Personal Accident does **not** cover any pre-existing conditions/illnesses or any outpatient medical/dental treatment. Participants are personally liable for medical expenses beyond what is covered by the insurance policy. **As the coverage is limited, participants are advised to make their own arrangements to obtain adequate medical insurance coverage for their stay in Malaysia;** and
- d) For pregnant female applicants only: I am _____ months pregnant and am/am not certified by a qualified doctor to be medically fit and in good health to travel and attend the training in Malaysia

Upon successful selection for the training award, I undertake to:

- a) carry out instructions and abide by such terms and conditions as may be stipulated by the nominating and host governments in respect of this training course;
- b) abide by the rules and regulations of the training institution in which I undertake to study in or be trained under;
- c) submit/present any report which may be required;
- d) refrain from engaging in political activities and any form of employment for profit or gain;
- e) return to my home country upon completion of the training; and
- f) discontinue the course should I be found guilty of misconduct or be medically unfit.

I fully understand that if I fail to comply with the terms and conditions of the training award, and/or any of the above declarations are found to be untrue, the award will be terminated with immediate effect and I will be liable to depart from Malaysia at my own expense.

Date

Signature of applicant

NOTE : This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Forms which are incomplete or not endorsed will not be accepted

9. **TO: GOVERNMENT OF**

LETTER OF INDEMNITY

I _____, Passport Number: _____ having an address at _____, hereby declare that I shall be personally liable for and shall indemnify the Government of Malaysia and _____ against all liabilities, claims, losses, demands, actions, suits, proceedings, costs or expenses, in part/total, whatsoever arising under the laws of Malaysia or common law which may be made or taken against the Government of Malaysia and/or _____ or incurred or become payable by the Government of Malaysia and/or _____ in respect of any of any medical illness, personal injury (whether fatal or otherwise), or the death of any person, by reason of my carelessness, negligence, omission or default, in the course of my training with _____ which is appointed by the Government of Malaysia.

Dated this _____ day _____ of 20 _____

Signature of applicant)
Name of applicant)
Date)

In the presence of
Signature of Witness)
Name of Witness)
Designation of Witness)
I/C or Passport No.)

NOTE : This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Forms which are incomplete or not endorsed will not be accepted

10. TO BE COMPLETED BY THE NOMINATING

Reasons for applicant's selection

The post which the applicant will be required to fill upon satisfactory completion of training

Relevance of the course to applicant's job

NOTE : This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Forms which are incomplete or not endorsed will not be accepted

11. TO BE COMPLETED BY THE NOMINATING

OFFICIAL DECLARATION

On behalf of the Government of _____, I _____
Country Name of Official

Certify that :

- I have examined the educational, professional or other certificates quoted by the applicant in this form and I am satisfied that they are authentic and relate to the applicant
- The applicant is medically fit and free from infectious disease and that, having regard to his/her physical and mental history, there is no reason to suppose that the applicant is other than fit to undertake the journey to Malaysia and to remain in Malaysia for the duration of training;
- Should the nominee seek medical consultation/treatment for his/her pre-existing conditions/illnesses during his period of stay in Malaysia, he would be personally liable for all medical expenses incurred, other than those covered under the Group Personal Accident Insurance; an
- The applicant has attained a level of proficiency in both spoken and written English to enable him/her to follow the course of study/training for which he/she is being nominated.

I nominate (Dr/Mr/Mrs/Ms*) _____ holding Passport No.: _____
 for the training course.

 Name and Designation

 Signature and Official Stamp

 Name and Organisation

Country code Area code Office tel no.

 Email address

Country code Area code Office tel no.

Endorsement by the nominating country's Ministry of Foreign Affairs or the National Focal Point for Technical Assistance:

 Name

 Email Address

(Ministry's Official Stamp)

 Designation

 Name of Organisation

 Signature

Country code Area code Office tel no.

Country code Area code Office tel no.

NOTE : This application form should be duly completed and endorsed by the Ministry of Foreign Affairs or the National Focal Point for Technical Assistance in your country. Forms which are incomplete or not endorsed will not be accepted