Application Overview

Welcome to the 2023 Rotary Peace Fellowship application! This overview provides details about the information and supporting documents you will need to complete each section of the application, our review timeline, and tips to strengthen your application. Please review this information carefully before beginning your application.

Eligibility and Qualification

The first section contains an eligibility and qualification quiz. You can find complete information about eligibility and other requirements on our website. If you do not meet all eligibility and qualification requirements, you will not be able to continue completing an application.

Candidate Certification

All candidates are required to agree to the terms of the Candidate Certification in order to proceed with the application.

Personal Information and Program Selection

Under Personal Information, you will be asked to enter demographic and contact information. This information will be shared with Rotary Foundation staff, Rotary trained endorsers, volunteer application readers, and university representatives to facilitate review of your application and your participation in the Rotary Peace Fellowship program, if you are selected.

Candidates may apply to either the master's degree fellowship or the professional development certificate program. You may not apply to both programs in the same application cycle.

Candidates applying to the master's degree program must indicate their first and second preference universities. You should carefully review the fact sheets for all seven Rotary Peace Center partner universities and your preferred universities' websites to confirm that you are eligible for admission before indicating this choice in your application. The fact sheets are available in the Program Selection section of the application and on our website. Candidates who are ineligible for admission to their preferred universities are automatically ineligible to be selected to receive a Rotary Peace Fellowship.

Candidates applying to the certificate program choose the center where they would prefer to study, (please note: You can choose up two centers for the certificate program if you meet the eligibility criteria for both programs). You will indicate both first and second session preferences. While we endeavor to assign candidates to their first center and session preference, you may be assigned to either center or session. If you are only available to attend one session, you should select this session as both your first and second preferences.

District Finder

As a Rotary Peace Fellowship candidate, connecting to Rotary members in your local district during the application process can help you decide which program and center is the best fit for your goals, and their feedback can strengthen your application. Most qualified candidates are also interviewed for endorsement by a member of their local district. Candidates must receive endorsement in order to be considered for selection.

The District Contact Finder will allow you to find the name and email address of the appropriate contact in your local district so that you can introduce yourself. If you have an existing connection with another Rotary district and would like to seek endorsement from them, you can pick that district number in the drop-down field. If your local Rotary district has not appointed a Rotary Peace Fellowship Subcommittee Chair or if you live in an area without a Rotary presence, Rotary Peace Centers staff will match you with a Rotary endorser nearest your location for your endorsement interview.

Relevant Experience

Candidates for the Rotary Peace Fellowship must have relevant professional experience in peacebuilding and/or development prior to application, as well as potential for future growth and impact resulting from their participation in the fellowship.

Candidates for the master's degree program must have a minimum of three years of full-time work experience, while candidates for the professional development certificate program must have a minimum of five years of full-time work experience. Full-time work experience is defined as a minimum of 30 hours per week. Part-time work may be listed as long as the position was held for at least 2 months and you worked 10 or more hours per week; part-time work experience will be counted toward the experience requirement as half the amount of months the position was held (e.g. a part-time position held for six months will count as three months of full-time experience). If your part-time work does not meet these minimum criteria, do not include it in this section; however, these positions can be listed in your resume if they demonstrate commitment to peace and development.

Relevant experience may include work in the planning, implementation, or evaluation of peacebuilding or development initiatives in the following categories:

1. **Government, official diplomacy, or policymaking** as part of a local, national, or international institution.
2. **Non-governmental organizations** that contribute to the analysis, prevention, management, resolution, or recovery from conflict, or that engage in work related to humanitarian assistance or development.
3. **Economic development**, or peacebuilding through the expansion of economic opportunity.
4. **Private citizen diplomacy**, such as leadership of cultural or vocational exchange programs, or leadership through volunteer organizations on causes related to peace and development.
5. **Research and education** initiatives through roles at think tanks, in academia, leading train-the-trainer programs, or as an educator where teaching material primarily covers global or cross-cultural studies, peace studies (including human rights, mediation, negotiation, or dialogue), or conflict analysis/resolution.
6. **Advocacy and activism** on behalf of causes related to peace and development, including legal professionals specializing in related areas such as human rights or the representation of vulnerable individuals or groups.
7. **Leadership in a religious congregation or organization** emphasizing pacifism, sanctuary, nonviolence, or peacebuilding through interfaith dialogue and tolerance.
8. **Media and the arts**, in roles that contribute to peace through the research and spread of reliable information, encouragement of positive social change, and shaping public opinion towards peaceful outcomes.
9. **Law enforcement or military** positions related to peacekeeping, building community partnerships, and improving community interactions.

10. **Public health** roles related to community development that prevent the spread of disease and improve health outcomes.

Peacebuilding is an evolving field; a candidate with innovative or context-specific experience that does not relate to a category listed above may include it in their application, and Rotary Peace Centers staff will evaluate its relevancy to the fellowship's goals on a case-by-case basis.

Education

The Education section will ask you to enter information for all higher education institutions you have attended. You should only include undergraduate, graduate, and doctoral-level studies. Please do not include certificates or other diplomas. The list of degrees presented in this section is not all-inclusive, so if your degree title is not listed, select the degree that matches most closely and then indicate the specific area of study.

Master's Candidates Only: Additional Education Requirements

Master's degree candidates will be asked to upload transcripts from all institutions you list in the education section. These transcripts must include all courses taken, grades received, and the degree issued (if a degree was earned). Transcripts must be in English; if they are issued to you in another language, you will need to have them translated by a certified translator.

If you have already earned a graduate degree (master's or doctorate) in a field related to peace studies, conflict resolution, international relations, or international development, you will be prompted to describe how earning another graduate degree in this field will increase your capacity as a peacebuilder.

Essays

Master's degree candidates: You will be asked to respond to five essay questions. Your essays should be a minimum of 300 words, and a maximum of 500 words.

Certificate program candidates: You will be asked to respond to two essay questions. Your essays should be a minimum of 300 words, and a maximum of 500 words.

Certificate Candidates Only: Social Change Initiative Plan

Certificate candidates will submit a social change initiative plan as part of the application. This should describe the project you would like to implement in the nine-month period between the on-site program session and the capstone session. During the on-site program you will continue to develop this plan and gain the skills you need to begin your work. However, you will be asked to describe your idea, why it is needed, the outcomes you envision, and other details as part of the application. You can find more information about how to create a strong social change initiative plan by clicking [here](#).

Cross-Cultural Experience

Previous cross-cultural or international experience is an important asset for Rotary Peace Fellows. This section will ask you to describe your experience living, studying, or volunteering in other countries; do not include leisure travel in this section. If you have not had the opportunity to travel internationally, you may describe cross-cultural experiences you have had locally.

Languages

This section will ask you to indicate your native language, as well as any other languages you speak. If you are natively multilingual, you should list the language that you completed your primary education in as your native language.

For all non-native languages, you will be asked to indicate your proficiency on a scale from 1 to 5 in reading, writing, listening, and speaking. If English is not your native language, make sure to list English as a non-native language and indicate your proficiency.

Master's Candidates Only: Proof of English Proficiency

If English is not your first language, you will need to provide proof of English proficiency for admission to the master's program. Carefully review the English proficiency requirements for the universities you have indicated in the program selection section to ensure that you are eligible for admission and have included the proper documentation. Candidates can upload valid results from an exam accepted by the university, such as the TOEFL or IELTS, to prove proficiency.

Some candidates may be eligible for an exemption to their preferred university's English language requirements. Information about each university's exemption criteria can be found on their websites or on their fact sheet. If you indicate that you would like to be considered for an exemption, you will need to explain what qualifies you for this exemption and upload documentation, such as a screenshot of the university web page where the exemption is listed or a letter from the university's admission staff granting you a waiver from this requirement.
If you are unable to take an accepted English proficiency
exam prior to the application deadline due to COVID-19 and do not already have valid test scores to submit, please request an exemption. If you are selected and found to be ineligible for an exemption, you will be required to submit valid test scores as a condition of your selection and final acceptance into the program.

Recommendations

Master's degree candidates: You are required to submit one academic recommendation (a former professor, or someone who has instructed you in a training or learning environment) and one professional recommendation. You will need to provide the name and email address for the people recommending you.

Certificate program candidates: You are required to submit two professional recommendations, one of which should be from your current or most recent employer. You will need to provide the name and email address for the people recommending you.

Self-recommendations and recommendations from friends or family members will not be accepted; applications submitted with these recommendations are incomplete and will not be reviewed.

Submission

Applications must be submitted by midnight, 15 May, in the candidate's local time zone. **Please make sure all materials, including recommendations, are included in your application before submission; incomplete applications may not be considered for endorsement.**

Once you submit your application, it will be reviewed by Rotary Peace Centers staff for completeness and compliance with all eligibility and qualification requirements before becoming available to your Rotary endorser for an endorsement decision.

The Rotary endorser will interview you either in person or via video conferencing software before submitting their endorsement decision. Rotary endorsers have until 1 July to interview you and review your application for endorsement consideration. The Rotary endorser will submit an endorsement decision to Rotary International by 1 July.

Endorsed candidates will be able to make edits to their application between 5-12 July before scoring begins. This editing period is meant to give candidates the opportunity to upload any missing or illegible documents identified during staff review, and to incorporate any edits recommended by the Rotary endorser during the endorsement interview. The editing window will close at midnight, 12 July, in the candidate's local time zone; further changes after this time will not be permitted.