

HO Files No. S1/3023 & CBSC-1

CIRCULAR LETTER 30/2021
02 August 2021

**MASTER OF SCIENCE PROGRAMME IN HYDROGRAPHIC SCIENCE AT THE UNIVERSITY
OF
SOUTHERN MISSISSIPPI (USA) SPONSORED BY THE REPUBLIC OF KOREA**

CALL FOR NOMINATIONS (10th Course, August 2022 – August 2023)

References:

- A. IHO CL 15/2021 dated 24 March 2021 - *Master of Science in Hydrographic Science at the University of Southern Mississippi (USA) sponsored by the Republic of Korea. 9th course (6 August 2021 - 5 August 2022) - Selection of Candidates*
- B. IHO CL 20/2019 dated 28 March - *The IHO Online Form System for Responses to Circular Letters and Input to IHO Publications (P-5 and C-55)*

Dear Hydrographer,

1. Following the selection announced in Reference A, two students were successfully enrolled in the FIG/IHO/ICA recognized Category "A" Master of Science in Hydrographic Science Program held at the University of Southern Mississippi (USM), USA, funded by the Republic of Korea (ROK). The IHO Secretariat is now pleased to call for nominations for the 10th ROK-funded programme at the USM (2022-2023 Programme).
2. The Republic of Korea has provided funds through the IHO Capacity Building Programme that can be made available for up to two students to attend the next course that will take place at the USM from August 2022 to August 2023. The exact start and finish dates will be announced later. Further details of the course are provided in Annex A. Funding support will cover almost all student expenses, and, in particular, course fees, travel to and from the respective countries, accommodation, medical insurance, books and a moderate living allowance.
3. Member States are invited to consider nominating one suitable candidate who will benefit from this training and will thereby assist the nominating country in developing its hydrographic capabilities.
4. It is essential that candidates are employed by a national hydrographic office, a maritime authority or a related national agency in the nominating country. The nomination must include a statement by the nominating authority (Annex B), to be submitted with the documents listed in paragraph 7, specifying that the candidate is, or will be, involved in the provision of hydrographic services and that, once the training has been successfully completed, the candidate will continue to work in this field.
5. The authority nominating a candidate should carefully select the nominee and ensure that opportunities will be in place for the candidate to utilize and transfer the learning gained through the programme in a structured manner for the benefit of his or her parent organization. This will ensure that the individual and the sponsoring organization gain maximum benefit.

6. **Nominated candidates MUST meet the following criteria:**

- a. Have a university diploma (equivalent to the US Undergraduate Diploma) in a hydrography-related area (hydrography, cartography, ocean sciences, engineering, etc.) with a grade point average (GPA) of 3.0 or above, out of a maximum of 4.0;
- b. Provide evidence of a good standard of English, both written and spoken, with reasonable technical English via TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System) score tests. Candidates from English speaking countries may be exempted from taking the English test;
- c. Have a high standard in mathematics, physics and computing and meet the minimum requirements of the Standards of Competence for Category "A" Hydrographic Surveyors (IHO Publication S-5A) regarding the following Basic Subjects:
 - B1 Mathematics, Statistics, Theory of Observations
 - B2 Information and Communication Technology
 - B3 PhysicsMatlab is a key tool for the programme and the USM will strive to deliver an introductory course once the students arrive to the Campus. However, students are encouraged to seek qualification in Matlab before the beginning of the programme.
- d. Comply with the application requirements to the USM presented in paragraph 11 below.

7. Applications should be prepared in accordance with Capacity Building Procedure 7. This procedure is available on the IHO website at: www.iho.int → Inter-Regional Coordination → Inter-Regional Coordination Committee → CBSC → Miscellaneous → CB Procedures. In addition to following CB Procedure 7, candidates must also provide the IHO Secretariat with:

- a. A copy of the graduation diploma;
- b. A copy of the university transcript (educational record);
- c. A curriculum vitae (including a photo) and any related documents;
- d. TOEFL test result (combined TOEFL score should be 80 or better). If IELTS is taken instead, USM requires a minimum score of 6.5;
- e. A personal letter stating goals and interests;
- f. Three letters of recommendation;
- g. Statement of the nominating authority, defined in paragraph 4.

8. The timetable for the selection and processing of applicants for the 2022-2023 Programme is provided in Annex C. Candidates and their nominating authorities should carefully note the tight timetable and the need to meet the various deadlines.

9. Applications should be submitted no later than 11 January 2022 using the IHO Online Form System (Reference B) in Annex D. Alternatively, submissions can be sent via e-mail (cl-ic@iho.int with copy to adcc@iho.int, cba@iho.int, pok@iho.int and infokhoa@korea.kr) or Fax (+ 377 93 10 81 40) using the Annex D template.

10. A Selection Panel, comprising representatives from the IHO Secretariat and from the Korea Hydrographic and Oceanographic Agency (KHOA), in liaison with the Hydrographic Science Program Coordinator of the USM, will select students and reserves for the 2022-2023 Programme. Selected candidates and reserves will be informed of their selection by 7 February 2022. Member States will also be informed of the results of the selection process shortly thereafter.

11. Selected candidates (the IHO Applicants) will be required to apply to the USM, no later than 28 February 2022, using the online system:

Application: <https://www.usm.edu/graduate-admissions> → International Graduate Application
Additional information: http://catalog.usm.edu/preview_program.php?catoid=25&pooid=12380

A non-refundable application fee of USD 60.00 is due to complete the application.

The following documents are expected to be submitted during the application process:

- a. the official transcripts (educational records), to be sent by the institution where the graduation was done;
- b. the TOEFL (or IELTS) score;
- c. a personal letter stating the goals and interests to the School of Ocean Science and Engineering Director expressing personal academic, research, and career goals;
- d. three letters of recommendation from persons qualified to assess the applicant's readiness for graduate study; and
- e. a curriculum vitae.

Any IHO Applicant who is subsequently not accepted by the USM will be replaced by one of the reserves, if possible. Prospective candidates are encouraged to seek guidance from the CB Coordinators in their respective Regional Hydrographic Commission.

12. In order to overcome the tight schedule between the selection of students and the submission of their documentation to the USM, candidates may wish to consider providing the required admission documentation to the USM in advance of any decision of the Selection Panel. However, it should be borne in mind that, even if a candidate is accepted for admission by the USM in advance of selection by the Selection Panel, the I-20 Invitation Letter required to obtain a visa and the subsequent funding support will only be provided to those applicants who are eventually selected by the Selection Panel.

13. Candidates and nominating authorities should also carefully consider the following very important aspects of the process:

- a. TOEFL (<http://www.ets.org/toefl>) English score tests are mandatory for all applicants but may be waived for candidates from English-speaking countries or those who received their bachelor's degree from an accredited English-speaking university. Candidates may take the IELTS (<http://www.ielts.org>) English score test when the TOEFL is not available in their region. The official test scores above must be received from the testing agency (USM code is 1479);
- b. A number of candidates for the previous courses failed to pass the TOEFL tests, others failed to get an appointment to do the test in time to submit their documents;
- c. Funding support will be available for the selected student alone; no funds will be provided for family members or dependents;
- d. Test fees, visa and other administrative expenses must be paid by the student or the student's national sponsoring authority. These expenses are not covered by the IHO;
- e. Incomplete submissions will not be accepted by the Selection Panel.

14. **The IHO Secretariat would like to reiterate its appreciation to the Republic of Korea for its generous support of the IHO's role and objectives.**

On behalf of the Secretary-General
Yours sincerely,



Luigi SINAPI
Director

Annexes:

- A. Summary of the USM Category "A" Master of Science in Hydrography Science
- B. Statement of the National Hydrographer or Appropriate National Authority
- C. Timetable for selection of candidates for the USM-Cat "A" 2022-2023 Programme
- D. Candidate application form (IHO Online Form System
https://IHO.formstack.com/forms/cl30_21)

**SUMMARY OF CATEGORY "A" MASTER OF SCIENCE IN HYDROGRAPHIC SCIENCE
AT THE USM**

August 2022 – August 2023 (exact dates to be defined)

Purpose

The purpose of the M.S. program in Hydrographic Science is to provide students with technical and practical expertise in advanced hydrographic methods and standards that will enable them to assume leadership roles in using modern techniques in academic, government, military, and private organizations engaged in hydrographic activities.

Courses

This is an accelerated one-year track, with two periods of classroom lectures and practical exercises and one period of application, combining for about 50 continuous weeks of study.

Curriculum

| One Year Degree Programme | |
|----------------------------------|---------------------------------------|
| Fall Semester | |
| HYD 600 | Classical Geodesy |
| HYD 607 | Oceanography for Hydrographers |
| HYD 608 | Practical Hydrographic Science |
| HYD 609 | Nautical Science |
| HYD 620 | Math Concepts for Hydrographers |
| MAR 668 | Applied Ocean Acoustics |
| Spring Semester | |
| HYD 601 | Hydrographic Data Management |
| HYD 604 | Kinematic Positioning |
| HYD 605 | Applied Bathymetry |
| HYD 611 | Remote Sensing for Hydrographers |
| HYD 612 | Water Levels |
| Summer Semester | |
| HYD 603 | Law & Policy for Hydrographic Science |
| HYD 606 | Nautical Cartography and GIS |
| HYD 610 | Hydrographic Science Field Project |

More information about the programme is available at:

<https://www.usm.edu/graduate-programs/hydrographic-science.php>
http://catalog.usm.edu/preview_program.php?catoid=25&poid=12380

**STATEMENT OF THE NATIONAL HYDROGRAPHER
or
APPROPRIATE NATIONAL AUTHORITY**

The **Hydrographer** (or _____) of _____ requests the IHO to consider this Application and confirms that Mrs/Mr _____ is fully aware of the following conditions which apply to this application:

1. The candidate (if selected) once the training has been successfully completed, he/she will continue to work in the field of the training received.
2. The IHO Capacity Building Fund will support the items so agreed and indicated in the relevant Circular Letter or Invitation Letter.
3. Insurances, visa and any other expenses are not covered by the IHO Capacity Building Fund. They are the responsibility of the institution submitting the application.
4. Should a selected candidate not be able to participate in the course for any reason he/she will be replaced by a candidate from the waiting list and **NOT** by an applicant from the same country.
5. Passport and Visa are the responsibility of the applicant or the applicant's administration.
6. Where the IHO Secretariat is informed less than one month before the start of the course that a selected candidate is unable to participate in the course, his/her sponsoring institution will be required to refund the IHO Capacity Building Fund any expenses already incurred by the IHO.

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|------------|--------------------------------|
| Date: | National Authority (Position): |
| Signature: | |

**TIMETABLE FOR THE SELECTION OF CANDIDATES FOR THE CATEGORY "A" MASTER OF SCIENCE
IN HYDROGRAPHIC SCIENCE AT THE USM (2022-2023 PROGRAMME)**

| Deadline | Action | Responsible | Observation/Status |
|-----------------|--|----------------------|---------------------------|
| 02/01/2022 | Complete required documentation for application including TOEFL (or IELTS) tests | Candidates | |
| 11/01/2022 | Submit candidate application to the IHO Secretariat | Nominating Authority | |
| 27/01/2022 | IHO-ROK Selection Board meeting | IHO Secretariat, ROK | Date to be confirmed |
| 07/02/2022 | Issue notification letter to the selected candidates and request for the affidavit | IHO Secretariat | |
| 14/02/2022 | Send signed affidavit to the IHO Secretariat (digital copy via e-mail) | Selected Candidates | |
| 18/02/2022 | Issue letter of financial support for the Selected Candidates | IHO Secretariat | |
| 21/02/2022 | Issue Circular Letter for selection results | IHO Secretariat | |
| 28/02/2022 | Finish online application to the USM | Selected Candidates | |
| 14/03/2022 | Issue invitation letter (I-20) for F-1 visa to Accepted Students | USM | |
| 15/04/2022 | Send copy of visa and passport to the IHO Secretariat | Accepted Students | |
| 28/04/2022 | Provide air tickets to the Accepted Students | IHO Secretariat | |
| 01/07/2022 | Transfer the funds to the USM account | IHO Secretariat | |
| 22/07/2022 | Provide the Accepted Students with start-up cash for settling in | IHO Secretariat | |
| 05/08/2022 | Report to the USM Campus in the USA | Accepted Students | Date to be confirmed |

CANDIDATE APPLICATION FORM
 (IHO Online Form System https://IHO.formstack.com/forms/cl30_21)

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|--|---|
| 1. Project: 2022 CBWP (Activity P-01) | |
| Type of project: | Course |
| Name of the project: | IHO-ROK Cat "A" Hydrographic Programme |
| Venue: | USA - Mississippi (University of Southern Mississippi, USM) |
| Period: | August 2022 - August 2023 |
| 2. Personal information (filled by applicant) | |
| Title: | |
| Family name: | |
| First name: | |
| Nationality: | |
| Date of birth: | |
| Place of birth: | |
| 3. Address direction (filled by applicant) | |
| Address: | |
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| | |
| Telephone: | |
| Fax: | |
| e-mail | |
| 4. Present position and description of duties (filled by applicant) | |
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| 5. Experience in Hydrography and Cartography (filled by applicant) | |
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6. Candidate's future plans for application of the training/participation (filled by applicant)

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7. Date and signature of the applicant

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