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CIRCULAR LETTER 34/2022
05 September 2022

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

CALL FOR NOMINATIONS (11th Course, August 2023 - August 2024)

Reference: IHO CL 06/2022 dated 04 February 2022 - *Master of Science Programme in Hydrographic Science at the University of Southern Mississippi (USA) sponsored by the Republic of Korea - Selection of Candidates (10th course)*

Dear Hydrographer,

1. Following the selection announced in the Reference, one student was successfully enrolled in the FIG/IHO/ICA recognized Category "A" Master of Science in Hydrographic Science Programme 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 11th ROK-funded programme at the USM (2023-2024 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 2023 to August 2024. 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 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: https://iho.int/uploads/user/Inter-Regional%20Coordination/CBSC/MISC/Templates%20Procedures/PDF/Proc7_E_30MAR2020.pdf. 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 (in English, including a photo) and any related documents;
- d. TOEFL iBT test result (combined TOEFL iBT 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 (in English);
- f. Three letters of recommendation;
- g. Statement by the nominating authority, defined in paragraph 4.

8. The timetable for the selection and processing of applicants for the 2023-2024 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 31 January 2023 by 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, but preferably using the IHO Online Form System by accessing the following link: https://iho.formstack.com/forms/cl34_22.

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 2023-2024

Programme. Selected candidates will be informed of their selection by 14 February 2023. Member States will also be informed of the results of the selection process shortly thereafter.

11. Selected candidates will be required to apply to the USM, no later than 28 February 2023, using the online system:

Application: <https://www.usm.edu/graduate-admissions> → International Graduate Application

Additional information: <https://www.usm.edu/graduate-programs/hydrographic-science.php>

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 (<https://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. Funding support will be available for the selected student alone; no funds will be provided for family members or dependents;

- c. 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;
- d. 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
IHO Director

Annexes:

- A. Summary of Category "A" Master of Science in Hydrographic Science at the USM
 - B. Statement by the National Hydrographer or Appropriate National Authority
 - C. Timetable for the selection of candidates for the 2023-2024 Programme
 - D. Candidate application form
- IHO Online Form System link: https://iho.formstack.com/forms/cl34_22

**SUMMARY OF CATEGORY "A" MASTER OF SCIENCE IN HYDROGRAPHIC SCIENCE
AT THE UNIVERSITY OF SOUTHERN MISSISSIPPI**

August 2023 – August 2024 (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>

STATEMENT BY THE NATIONAL HYDROGRAPHER
or
APPROPRIATE NATIONAL AUTHORITY

The **Hydrographer** (or type here if not the Hydrographer) of (name of the country) requests the IHO to consider this Application Form and confirms that Mrs/Mr (name of the candidate) 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.

Date:	National Authority (Position):
Name and Signature:	

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TIMETABLE FOR SELECTION OF CANDIDATES FOR THE CATEGORY "A" MASTER OF SCIENCE
IN HYDROGRAPHIC SCIENCE AT THE USM (2023-2024 PROGRAMME)

Deadline	Action	Responsible	Observation/Status
27/01/2023	Complete required documentation for application including TOEFL iBT (or IELTS) tests	Candidates	
31/01/2023	Submit candidate application to the IHO Secretariat	Nominating Authority	
07/02/2023	IHO-ROK Selection Board meeting	IHO Secretariat, ROK	Date to be confirmed
14/02/2023	Issue notification letter to the selected candidates and request for the affidavit	IHO Secretariat	
17/02/2023	Send signed affidavit to the IHO Secretariat (digital copy via e-mail)	Selected Candidates	
21/02/2023	Issue letter of financial support for the Selected Candidates	IHO Secretariat	
21/02/2023	Issue Circular Letter for selection results	IHO Secretariat	
28/02/2023	Finish online application to the USM	Selected Candidates	
24/03/2023	Issue invitation letter (I-20) for F-1 visa to Accepted Students	USM	
19/05/2023	Send copy of visa and passport to the IHO Secretariat	Accepted Students	
31/05/2023	Provide air tickets to the Accepted Students	IHO Secretariat	
01/07/2023	Transfer the funds to the USM account	IHO Secretariat	
21/07/2023	Provide the Accepted Students with start-up cash for settling in	IHO Secretariat	
04/08/2023	Report to the USM Campus in the USA	Accepted Students	Date to be confirmed

**IHO CAPACITY BUILDING PROJECT
CANDIDATE APPLICATION FORM**

(IHO Online Form System https://iho.formstack.com/forms/cl34_22)

1. Project: 2023 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 2023 - August 2024
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:	
Telephone:	
Fax:	
e-mail	
4. Present position and description of duties (filled by applicant)	
5. Experience in Hydrography and Cartography (filled by applicant)	
6. Candidate's future plans for application of the training/participation (filled by applicant)	
7. Date and signature of the applicant	

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