



**Roma Education Fund /Scholarship Programs (REF/SP)
Terms of Reference Roma Health Scholarship Program *Training Organization* from Serbia**

Duration: Up to 13 months
Daily Rate: TBD
Time Period: 13 months

The Scholarships Program as a part of Roma Education Fund (REF) promotes equal access of Roma to appropriate and quality higher education in the Program Countries of South Eastern, Eastern and Central Europe, by providing scholarships to Roma university students.

In order to address the needs of developing a professional medical staff among Roma minority, REF and the Open Society Foundation (OSF) run scholarship schemes for Roma students pursuing degrees for Medical Nurses and/or Medical Doctors at state accredited/recognized Medical and Medical-Vocational schools in Bulgaria, Serbia and Macedonia.

Given the complexity of entry examinations in Serbian medical universities, the REF Scholarships Program wishes to arrange Preparatory Courses for Roma pupils interested to take these examinations and enroll in medical universities in Serbia. The Courses would be for pupils in their final year/s (11th - 12th grades) of high school.

Roma Education Fund Scholarships Program therefore is currently open to receive applications from Training Organizations or Higher Education establishments in Serbia that have capacity and previous experience in organizing Preparatory Courses for entry examinations in Universities and/or similar academic preparation courses.

Objectives:

The Training Organization would be responsible for:

- preparing and implementing an out-reach plan in order to identify the pupils interested and eligible to pursue such preparatory courses in close cooperation with Roma NGOs, municipalities and schools.
- selecting candidates for the courses; the Program's goal is to have 30 participants in preparatory courses in the 2011-2012 academic year. The selection will be based on the results of the candidates' high school diploma, the grades for the relevant subjects (such as chemistry and biology), and the motivation to pursue medical studies.
- defining and implementing a curriculum for the preparatory courses in subjects like Biology, Chemistry, and Physics, depending on the entry examinations in medical universities.
- selecting qualified teachers to conduct the Preparatory Courses and monitoring their work.
- assessing the progress of each individual student on a regular basis and providing an individualized program of study.
- organizing preparatory courses in several or in all of the following towns where there are selected students:
 - Belgrade
 - Nis
 - Novi Sad
 - Kragujevac
- preparing and submitting regular 4-month reporting to the REF Scholarships Program on the progress of beneficiary students.
- preparing an intermediary and final evaluation scheme for participants at the Preparatory Courses.



Requirements:

- The Training Organization should be familiar with the curricula of medical universities in Serbia, as well as with the requirements for the entry examinations of the latter.
- The Training Organization should have the capacity to organize and conduct Preparatory Courses for candidates who wish to pass entry examinations in medical universities in Serbia.
- Demonstrated ability to outreach to the Roma communities; knowledge of Roma education issues represents an advantage.
- The Training Organization should have the capacity to hold the Preparatory Courses for 10 consecutive academic months (2011-2012 academic year), in the above listed towns.

Output:

Interested organizations should send:

- A project concept for the Roma Health Scholarship Program Preparatory Courses. The document should be of about 5 pages. The project concept should focus on the following:
 - Preparation of the curricula/teaching plan and the process of selection of teachers/trainers (with teaching experience of at least 3 years);
 - Specific activities, including the roles and responsibilities of all key players, a time bound action plan, and a staffing plan;
 - Estimated costs of the proposed action plan. Proposals should indicate the costs for students who: (a) registered; (b) attend all courses; (b) take all the examinations; and (c) are admitted to the medical universities. The proposals should also include an estimate of the number of students in each category;
 - Identification of key challenges that would need to be overcome;
 - Geographical coverage.
- An executive summary
- The presentation of the portfolio of the organization and the CV of the Manager/Director, the CVs of the relevant programming staff, as well as the CVs of the trainers/teachers (if available).

The Project Application package should be prepared in English and should be submitted at scholarship@romaeducationfund.org before **September 5th 2011**. The shortlisted candidates will be interviewed by middle of September.