



IHB File N° S1/3023 & CBSC-1

**CIRCULAR LETTER 66/2013**  
**13 November 2013**

**MASTER OF SCIENCE PROGRAMME IN HYDROGRAPHIC SURVEYING  
AT THE UNIVERSITY OF SOUTHERN MISSISSIPPI (USA) SPONSORED BY  
THE REPUBLIC OF KOREA - CALL FOR NOMINATIONS**

Reference A: CL 37/2013 dated 10 June - *Republic of Korea Capacity Building Project - Category "A" Hydrographic Training 2013-14 - Announcement of Selected Candidates*

Dear Hydrographer,

1. Reference A announced the successful enrolment in 2013 of three students (from Bangladesh, Mauritius and Jamaica) in the FIG-IHO-ICA accredited Category A (Cat. A) Master of Science programme in hydrography held at the University of Southern Mississippi (USM) in the USA and funded by the Republic of Korea (ROK). The IHB Directing Committee is now pleased to call for nominations for the second ROK-funded programme at the USM.
2. The Republic of Korea has provided funds through the IHO Capacity Building Programme that can be made available for up to six students to attend the next course that will take place at the USM from August 2014 to August 2015. 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. The Chairs of Regional Hydrographic Commissions (RHC) are also invited to pass on this information to their Associate and Observer Member States so that they may also consider applying for this training opportunity. However, priority will be given to candidates from IHO Member States.
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 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 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.) and provide a GRE (Graduate Record Examinations) test score;
- 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;
- c. Have a high standard in mathematics, physics and computing and meet the minimum requirements of the Standards of Competence for Hydrographic Surveyors (IHO Publication S-5) regarding the following Basic Subjects at the Category A level:
  - B1 Mathematics and Statistics
  - B2 Information and communication technology
  - B3 Physics
- d. Comply with the submission requirements to the USM presented in paragraph 10 below.

7. Applications should be submitted in accordance with Capacity Building Sub-Committee (CBSC) Procedure 7. This procedure is available on the IHO website at: [www.iho.int](http://www.iho.int) > Capacity Building > CB Procedures (also available in PDF and with a template in MSWord). **In addition to CBSC Procedure 7, candidates must also provide the IHB with:**

- a. the graduation diploma (copy);
- b. a curriculum vitae and any related documents (copy);
- c. GRE test result (the Verbal and Quantitative GRE scores should add up to 297 but this is not an absolute minimum if other admission factors score high. USM does not have an official minimum);
- d. TOEFL (or IELTS) test result (combined TOEFL score should be 80 or better);
- e. A personal letter stating goals and interests;
- f. Three letters of recommendation.

8. **Applications** should be submitted **no later than 24 February 2014** to the following address:

International Hydrographic Bureau

Fax: + 377 93 10 81 40

e-mail: [info@iho.int](mailto:info@iho.int) with copy to [adcc@iho.int](mailto:adcc@iho.int) and [cba@iho.int](mailto:cba@iho.int)

9. A Selection Panel, comprising representatives from the IHB Directing Committee and representatives from the Korea Hydrographic and Oceanographic Administration (KHOA), and in liaison with the Programme Coordinator of the USM, will select students and reserves for the 2014 Programme. Selected candidates and reserves will be informed of their selection **by 7 March 2014**. Member States will also be informed of the results of the selection process.

10. Selected candidates (the IHO Applicants) will then be required to submit the following documentation to the USM **within 14 days and no later than 21 March 2014**:

- a. a completed online submission at: <https://usmgrad.admissionpros.com/default.asp> ;
- b. a non-refundable application fee (approximately 50 US Dollars);
- c. the official transcripts of documents;
- d. the GRE score;
- e. the TOEFL (or IELTS) score;
- f. a personal letter stating goals and interests;
- g. three letters of recommendation, and
- h. a curriculum vitae.

Any IHO Applicant who is subsequently not accepted by the USM will be replaced by one of the reserves, if possible.

11. The timetable for the selection and processing of applicants for the 2014 Programme is provided in Annex B. Candidates and their nominating authorities should carefully note the tight timetable and the need to meet the various deadlines.

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. GRE (<http://www.ets.org/gre>) score tests are mandatory for all applicants;
- b. 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);
- c. A number of candidates for the 2013 course failed to pass the GRE and the TOEFL tests, others failed even to get an appointment to do the tests in time to submit their documents;
- d. Funding support will be available for the selected student alone; no funds will be provided for family members or dependents;
- e. 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 CB Fund;
- f. Incomplete submissions will not be accepted by the Selection Panel.

**14. The Directing Committee 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 Directing Committee

Yours sincerely,



Mustafa IPTES  
Director

Annexes:

- A. Summary of the USM Hydrography Programme
- B. Timetable for selection of the candidates

## SUMMARY OF THE USM CATEGORY A HYDROGRAPHY PROGRAMME

**August 2014 – August 2015**

### Courses

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

### Master's Degree Curriculum

<u>One Year Degree Programme</u>	
Fall Semester	
HYD 600	Classical Geodesy
HYD 602	Marine Geology for Hydrographers
HYD 608	Practical Hydrographic Science
HYD 609	Nautical Science
HYD 620	Math Concepts for Hydrographers
MAR 561	Physical Oceanography
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:**

<http://www.usm.edu/marine/hydrographic-science-degrees>

**TIMETABLE FOR THE SELECTION OF 2014 USM-CAT A PROGRAMME CANDIDATES**

<b>Deadline</b>	<b>Action</b>	<b>Responsible</b>	<b>Observation/Status</b>
17/02/2014	Complete required documentation for application including GRE and TOEFL (or IELTS) tests	Candidates	
24/02/2014	Submit candidate application to the IHB	Nominating Authority	
04/03/2014	Selection Board meeting	IHB, ROK	
05/03/2014	Issue notification letter to the selected candidates and request for the affidavit	IHB	
11/03/2014	Send signed affidavit to the IHB	Selected Candidates	
13/03/2014	Issue letter of financial support for the Selected Candidates	IHB	
14/03/2014	Issue Circular Letter for selection results	IHB	
21/03/2014	Finish online application to the USM	Selected Candidates	
31/03/2014	Issue invitation letter (I-20) for F-1 visa	USM	
30/04/2014	Send copy of visa and passports to the IHB	Selected Candidates	
02/05/2014	Transfer the funds to the USM account	IHB	
07/05/2014	Provide air tickets to the Accepted Students	IHB	
31/07/2014	Report to the USM Campus in the USA	Accepted Students	Date may change
01/09/2014	Provide the students with start-up cash for settling in	USM	Date may change