How to: OKP Scholarship application in DELTA

General tips & tricks for your Delta application
- Ensure your scans of your passport, employer statement and government statement are readable and uploaded in PDF format. If we cannot open or read a document, then unfortunately your application cannot be assessed and considered for scholarship selection.
- The Scholarship registration system DELTA will be open until 3 September 2023 (Early bird deadline 22 August 2023). You can only register for a scholarship during this period.
- You will receive a link and a registration letter. Please mention the unique reference number from the registration letter on your application in Delta.
- Once your application in DELTA has been submitted, you cannot change it anymore. If you need to correct your scholarship application, please re-apply in DELTA before the deadline.

Step 1 - Passport
- Check if your international passport is valid till at least 20 October 2023. If not, apply for a new passport in time to upload with your application.

Finished? Go to Step 2!

Step 2 - Employer Statement Page 1
- Do not change the official format, except for the letterhead of your organization.
- Remove the logo of NUFFIC in the top right corner. Insert the letterhead of your own organization.
- Make sure this name corresponds to the person signing the Employer’s statement.
- Please do not forget to mention your country.

To follow the Short course/Master Programme:
- [Name of course or programme]
- [Start date to end date]
- At [educational Institution, place]

I DECLARE THAT section:
- Please do not adjust the 6 declaration points. If you add, change or remove a declaration point, your application will be rejected.
- The following needs to be filled out by your superior:
  - Signature of the superior of the candidate (if due to corona restrictions you cannot get a personal signature an electronic signature is accepted)
  - Date of signing
  - Telephone number (preferably several phone numbers)
  - E-mail address
  - Stamp of the organization (not mandatory during this deadline)
  - Website

Step 3 - Employer Statement
- Pay attention to fill out the following on the Employer statement:
  - Name of organization
  - Mission statement
  - Main activities

- Do the organization’s (main) activities fall within any of the following themes? Please tick the boxes that applies. Multiple answers are possible.
  - Food & Nutrition Security
  - Water
  - Sexual Reproductive Health and Rights
  - Security, Rule of Law

- Tick at least one of the 5 boxes as shown in the image. Do not remove or change any of the other themes.
- If you select box 5: Other, do not forget to mention which theme applies for your organization.

Finished? Go to Step 4!

Step 4 - Employer Statement
- Data about the candidate who is nominated for a scholarship
- Pay attention to fill out the following on the Employer statement:
  - Name of the candidate
  - Function
  - Tasks
  - It should become clear that the course is relevant for the candidate’s function and tasks.
  - Fill out a) Relevance for the candidate and b) Relevance for the employing organization, to clarify your motivation. This will be assessed by the embassy.
  - In the section “Plan of activities” you propose your plan of newly acquired knowledge in a timeframe of 6 months after completion of the course.
  - Please pay attention to use the SMART method.

Finished? Go to Step 5!

Step 5 - Government statement
- Only fill this step if a government statement for your country is required!
- Go to:
- Date and Place should apply to the government authority signing, please do not mention the date and place of the course.
- Obtaining a government statement could take up to several weeks, therefore we recommend that you apply for it in time.

Congratulations!
Your documents are now ready to be submitted in DELTA.

Early Bird Deadline
- To make sure you have time to receive feedback and possibly correct your application, you will have to apply before 22 August 2023!