# Tips for Writing Strong Fulbright Essays for the Graduate Student and Faculty Development Programs

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- An academic scholarship to study in a U.S. university to receive a Masters Degree or Ph.D.

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home and current address, date of birth, current status as student or employee, accomplishments, publications, fellowships; family information; past experiences overseas, etc.

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#### Academic qualifications

schools attended – when, where, fields and degrees; copies of transcripts and diplomas; letters of recommendation from your professors, advisers, employers; language proficiency, etc.

Statement of Study Research Objectives

Your proposed course of study; why it is important to you and to the larger discipline in Ukraine and beyond; why you need to go to the U.S. to conduct this research or to advance your education; how you will apply this new knowledge in your career and to colleagues/students in Ukraine.

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#### Personal Statement

A discussion of who you really are; what has motivated you in life and to now apply for the Fulbright program; what do you hope to be and why.

#### RECOMMENDATION

Get involved in extracurricular activities in order to demonstrate your difference and potential. Keep a running list of all of your activities, employment, and accomplishments. Reviewers want to see a strong, long-term track record of involvement and a well-rounded, well-adjusted person who thinks not only about him/herself and his/her studies, but also about others and about issues in the society and culture around you. If you are involved in activities with professors and community leaders, these are future recommendation letter writers!

- Make the best possible case for yourself. Be convincing. Explain clearly and succinctly why *you* deserve to receive a Fulbright award over someone else. Share realistic and doable goals for learning while on the scholarship; indicate what you are going to do with your new knowledge/degree. Indicate how you intend to share your experiences with others when you return home from abroad.

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- State outright how you meet the eligibility criteria; reviewers are reading quickly to check off on a checklist if you meet all of the criteria. Make it easy for them to see that you do meet them.

When writing do not be self-critical; but do not boast or promote yourself immodestly. Do not make false statements, fabrications, or exaggerate accomplishments. You are not selling some new product, but you *are* trying to convince the reviewers that you are ready for the U.S. educational experience.

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- Be unique, outstanding and different in your writing, but not weird.

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- Be unique, outstanding and different in your writing, but not weird.
- Definitely use your most formal academic writing.
   Make it well written with no errors!

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- Do not purchase your essay.
- Plan and work ahead in order to give yourself time to think, write and revise, and also to allow time to receive quality feedback. Work as far as possible in advance of the deadline. Do not wait until the last minute!! Your essay will show it.

Ask friends, colleagues, advisers to proofread and review your writing with a critical eye. You want someone who knows grammar, punctuation, and other elements of good writing to carefully read your essays. Have more than one person read your essays. Revise, revise, revise.

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- Because the competition for Fulbright scholarships is stiff, reviewers are looking for any reason to disqualify candidates and shorten the list. You may be disqualified if you skip even a simple question.

If rejected (and you will be from time to time), seek feedback about why your application was not accepted. Many agencies are willing (and allowed) to give you reasons why your application was not accepted; other agencies are not allowed or do not keep the records. Simply ask if they can and are allowed to do so. Gather the feedback in a polite, non-personal manner. Use the feedback constructively; strive to incorporate feedback into your future applications. Don't let the rejection get to you personally.

Persevere.

#### Personal Statement...

- serves as a record of all the things you have done that would qualify you for a Fulbright fellowship,
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- It might be best written on a four section model.

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  - Do not hesitate to ask those you work with who are senior in your field for help and advice. They will likely have a richer sense than you of how your project, and your larger interests, will fit into the larger frame of your discipline, and might be able to help you articulate this as clearly as possible.

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  - This is to be a short paragraph, likely no more than three sentences; make them count.

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     Explain briefly and succinctly how your work is placed within the field.
  - For example, if your work is in agriculture and you work with specific crops and soils, you should write specifically how your goal is to improve the field of agriculture through a study of the particular soils and needs of those crops which are best suited to their native soils.

- Section One: Your Educational Objectives
- Psychology example:
  - The main reason I spent the whole year in the libraries to get prepared for the new competition in the Fulbright Program is that I really want to win a contest and get a profound education in the country that is nowadays the leader in my field – Organizational Psychology. My life goal is to establish a school of Organizational Psychology in Ukraine, a school where specialists from our country will have an opportunity to exchange their experience with the foreign specialists from the USA, Australia, and Europe.

Section One: Your Educational Objectives

#### Law example:

 My educational objectives in the United State are linked to my academic work and teaching at a law school in the future, as well as to further work in NGOs as a legal expert. After returning from the US I intend to continue my academic work on human rights protection issues, in particular on shaping relations between the state and civic society based on democratic principles. The topic I have chosen as my study objective deals with one aspect of such relations - public access to official information.

Section One: Your Educational Objectives

#### Law example:

■ I hope to learn more about the legal mechanisms providing the right of access to official information in the United States of America in order to better understand how they work and make suggestions how to improve relevant legislation in Ukraine.

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- This section is a narrative, thus easier to write. It will likely be the longest paragraph in the essay, or at least as long as the one that follows.
- Tell your professional development story. Explain here, at as much length as you feel comfortable, about how your educational and personal experiences helped you arrive at the particular interests and scholarly objectives you have outlined in the preceding section.

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  - What were the major milestones that you have encountered along the way?
  - What were your accomplishments (note here those awards won, papers delivered, and conferences attended, etc, which you think might make you look better in the eyes of the review panel)?

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  - Were there mentors or influences in your academic/professional life who steered you? If so, mention how they influenced you.
  - Create the impression that the Fulbright award is inevitable, not a gift, and the readers of your application will tend to agree with you. Instead of making it seem like a big leap for you to go and study overseas, make it seem like a natural step in your education and scholarly development, and something which the Fulbright Committee can do for you.

- Section Two: Your Education/Personal Path
- Psychology example:
  - Since last year, when I applied for the Fulbright for the first time, I have already started my career in Organizational Psychology. At present I work as a Junior Recruitment Consultant in the leading Ukrainian Recruitment Company "Brain Source International". Recruitment is an essential part of Organizational Psychology and it provides me with valuable experience in the sphere of personnel selection. What concerns my background in 2003 I graduated from Kyiv National Linguistic University and got Master's Degree in Psychology. While writing my graduate paper I immersed myself into the investigation of Prisoner's Dilemma. It is one of the most interesting problems in Social Psychology but I think its solution will contribute greatly to the development of Organizational Psychology as well. And since the object under investigation was extremely interesting – person's preference to individualistic or collectivistic way of behavior in the situation of choice – my reports in the conferences (Kyiv, Moscow, Saint-Petersburg) and thesis publications have always been widely discussed. In the International Conference that took place in Moscow State University I was deservedly honored with the Diploma of a prize-winner. However, despite the fact that I have read many works concerning the subject of investigation, I could not reach plenty of them just because they cannot be found in National Scientific Library and mainly they are not published in Internet. And this is one of the reasons why I apply for the studying in the USA – since this country is a leader in the investigation of group phenomena, its universities provide vast literature resources; and it is my deep belief that to become an expert in any sphere one needs profound theoretical base.

#### Section Two: Your Education/Personal Path

#### Law example:

- My interest in human rights protection developed as a student at the Khmelnytsky Regional Lyceum, where law was my major. My teacher of the history of law, in his lectures, consistently emphasized the importance of human rights protection, provided in the Constitution of Ukraine, for the development of civic society, a necessary attribute of a democratic state. My interest in the subject strengthened in the course of my studies at the National Law Academy. In the first-year course covering operation of judicial and law enforcement bodies, a lecturer spoke about the use of case law of the European Court of Human Rights (ECHR) by Ukrainian courts. I came to an understanding that the subject of human rights is not a purely theoretical and abstract matter, but a real-life issue, and that there are workable legal tools how to practically solve human rights violations, legal tools, which can be used in our national court system. I studied the legal nature of the European Court case law and tried to analyze the applicability of ECHR approaches to the Ukrainian legal system in my second-year term paper.
- In order to find more material for my paper, my research adviser suggested that I go to the Kharkiv Human Rights Protection Group (KhPG), a leading Ukrainian NGO dealing with these issues and offering free access to their rich library of international human rights literature and I was soon to become a frequent visitor. Through more contact with KhPG people, I became curious about the work of the organization.
- Continued on next slide...

#### Section Two: Your Education/Personal Path

- Law example:
  - Continued from previous slide...
  - I was especially interested in their work in the field of the freedom of expression and problems of access to official information in Ukraine. In order to gain practical experience I started to work as a volunteer. At that time KhPG was initiating a campaign against unlawful classification of information which is still continuing. It had presented a draft Law on Freedom of information in Ukraine to the Ministry of Justice of Ukraine. Being involved in the campaign, talking to prominent national experts on the subject (V. Rechytskiy E. Zakharov, N. Kushakova, R. Romanov, O. Nesterenko), I came to realize how important it is to learn about the legal mechanisms providing the right of access to official information in the United States of America, where these issues are well developed.

- Section Three: Your Professional Project and Professional Needs
- This might be the second longest section of the essay; think of it as the background to your statement of purpose: the story of why you want to do the work you want to do.

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- This might be the second longest section of the essay; think of it as the background to your statement of purpose: the story of why you want to do the work you want to do.
- Describe the project you wish to conduct in the U.S.
  - Avoid looking as if you have dreamed up this project only to win a Fulbright award. Describe the steps you have taken to date to advance the work you would like to do in the U.S.
  - For example, if you want to study the nutritional needs and benefits of beets, talk about the work you have done with beets.

- Section Three: Your Professional Project and Professional Needs
- You will be most convincing if you can make a case that you have exhausted the resources Ukraine offers for completing your task. But be careful be sure that you HAVE exhausted Ukraine's resources if you make such a statement. Remember, members of the Review Commission have been chosen because they are respected specialists in your field.

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- In closing, suggest how you think studying in the U.S. might offer you new resources, ideas, contacts, etc., to accomplish your professional goals.

- Section Three: Your Professional Project and Professional Needs
- Psychology example:
  - On my return to Kyiv I plan to start working as an assistant professor in Kyiv National Linguistic University (Chairs of Psychology) and develop a scientifically profound and practically modern program in Organizational Psychology (in KNLU psychological aspects of organizational work are still viewed only as a part of another course of *Psychology of Management*, and I believe they deserve a closer scrutiny). Then, I plan to become a postgraduate student and write thesis in organizational psychology. And after that, having received a scientific degree, I will establish Ukrainian Association of Organizational Psychology where specialists from our country will exchange their experience with the foreign specialists. My personal analysis proves that this sphere in Ukraine is in the infancy and needs intensive development and improvement. In some respect, such changes should take place with the help of foreign experience.

#### Section Three: Your Professional Project and Professional Needs

#### Law example:

- This year I am graduating from the law school. The skills gained there, as well as practical experience acquired at KhPG have significantly contributed to my professional development. However, to become an expert in the sphere of human rights and public information law I need to acquire advanced systematic knowledge in this subject. Unfortunately, there are not enough relevant training courses and educational resources in Ukraine. I hope, I could find the necessary educational resources in the United States, as well as better infrastructure, including research liberalities, law databases, etc. I also hope to establish contacts with US scholars, as well as with visiting scholars from other countries, which would be helpful for my professional development.
- Professional studies alone are not what I consider sufficient to my development as a well-educated and open-minded personality. Thus, I would like to learn more about the US university culture and US social culture in general. As I was always interested in history, art, and architecture, so I hope to use this opportunity to do some sightseeing to enrich myself aesthetically and intellectually. And, of course, I would like to understand more the phenomenon, called "Spirit of America," and share my grasp of it with my fellow countrymen upon my return to Ukraine.

- Section Four: Conclusion
- This section should also be short (no more than three sentences) like the twin of your introductory paragraph, to which it is most closely related. Make them count.

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- This section should also be short (no more than three sentences) like the twin of your introductory paragraph, to which it is most closely related. Make them count.
- Describe the way that your completed project, and the experiences you will have studying in the U. S., will advance your knowledge and career, your field, and the general level of scholarship in Ukraine.
  - How will your work influence the work in the field?
  - How will you improve professional life and scholarly work in Ukraine?
  - How and what will you bring back to Ukraine to impact Ukraine's future?

#### Section Four: Conclusion

#### Psychology example:

In conclusion, I would like to quote a well-known phrase uttered by R. Waterman, one of the most famous American scholars in the sphere of management: "Organizations exist only due to one reason: they help people do things that cannot be done by one man". The organizational culture in Ukraine is as young as the country itself, much has to be done, but everything begins with a profound knowledge and that what I want to get in the USA for being ready to contribute significantly into the field in Ukraine.

#### Law example:

Therefore, I believe that my training in the United States would be beneficial to me as a professional lawyer and a good person, as well as my research would contribute to better understanding of American legal institutions and practices in Ukraine.

- Study Objectives: Your Project in the U.S.
- Your goal in this essay is to limit yourself to a discussion of what you will do in terms of studying, research, and other professional work when you are in the U. S.

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- For Graduate Students: Focus on the program of study and on the nature of the course work you want to take. Try to show that you have a plan, including the types of courses you would like to take, to accomplish your project goal. A realistic understanding of what your project entails is the most convincing evidence that you will be able to complete the project.

- Study Objectives: Your Project in the U.S.
- For Faculty Development Program candidates: Focus on your research/study objectives. Define your research goals and how you expect to achieve them. If there is a group of scholars you hope to work with, describe them and their work, what you expect to gain from them, and how you will achieve this. Limit your goals to a realistic number; if you list too many goals that are far too broad, the Review Committee will question how well you understand the problem and whether you will be able to achieve the many goals that you propose.

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- It is best to write this essay on either a three or four section form. This essay will likely be the most important part of your application. It is worth writing multiple drafts before you are satisfied with it.
- Ask for help from colleagues, peers, mentors, relatives, as they may see links and facets of your project that you may have otherwise missed or overlooked.

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- In a short but detailed paragraph describe the scholarly work you would like to accomplish in the U. S. Explain your project, and locate it in the realm of your field. Do NOT use excessive jargon, or a lot of formulas. Remember, ALL of the Review Committee members will be voting on your application, not just the specialists in your field, so all must be able to understand your project and why it is important.

- Section One: Scholarship in the U.S.
- Briefly describe the way(s) your thesis will benefit your field, and the way in which you intend to undertake it.

  But keep these comments brief, as you will have a chance to return to them later.
- Be creative. You may start the first sentence with something like "I wish to study in the United States so that I might (complete whatever your project is)", but there are other ways to heighten the reader's interest.
- A master's degree will require that you write a thesis; this paragraph should describe your idea of a thesis topic.

- Section One: Scholarship in the U.S.
- Psychology example:
  - "I have got the Higher education in the field of Psychology and would like to further specialize in Organizational Psychology in one of the American Universities. What I like about Master's education in the USA is that the academic program at this level combines scientific disciplines with professional practice. Student learning is achieved not only through obligatory and elective courses, but also by practical experience and development of a thesis. Going through my Master's program in America I would like to pass all these stages."

- Section One: Scholarship in the U.S.
- Law example:
  - "I am hoping to complete a Master's degree program in the United States in order to gain more proficiency in my major. The objective of my studies is to learn more about access to official information, democratic standards in this realm, and the United States experience in creating and ensuring the functioning of open government. The research I would like to conduct will deal with legal mechanisms providing the right to access to official information in the US. The United States of America is considered a world leader in developing democratic standards of open and accountable government. For this reason I would like to gain more in-depth knowledge of the system in the US and would hope to apply such positive experience on my return to Ukraine."

- Section Two: Your Project and Why in the U.S.?
- Describe your project in detail and connect to why this project needs to be undertaken in the U.S., and cannot be just as easily completed at home. It is better to make this claim through contrast, telling what resources and opportunities you feel might be available to you in the U.S.

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- Write not only about infrastructure issues (research libraries, for example), but also of being in a foreign culture, or with a particular group of scholars, and how this will positively impact your work.

- Section Two: Your Project and Why in the U.S.?
- Psychology example:
  - Since I have written my graduate paper in Social Psychology and have some experience in this sphere, I would like to use it widely in my work concerning organizational development – I mean personnel training in organization. To my mind, thorough investigation of the following disciplines will contribute greatly to my future work: Psychology of Group Behavior or Group Dynamics, Psychology of Leadership, Organizational and Community Processes, Work Motivation and Attitudes. The last issue is the one I take great interest in. I have already enriched my knowledge of human motivation and the ways it influences our performance: being a junior student I wrote a course paper in this field, though it concerned sportsmen's performance then. To my mind, knowledge gathered in the sphere of human motivation contains great possibilities generally for Psychology and particularly for Organizational Psychology as one of its most practical branches. That is why, I would like to take part in the faculty project concerning, either intrinsic motivation models or development of motivation trainings and thus advance in my knowledge of motivation and, moreover, of special techniques that are called to influence employees' motivation for the aim of their work performance improvement.

- Section Two: Your Project and Why in the U.S.?
- Law example:
  - It is now clear for me that the problem of freedom of expression in Ukraine is very complicated. Having looked at the opinion of experts, as well as on the basis of my own experience in this field, I can see that state policy regarding the access to official information lacks consistency. There is special legislation but it is not effective and does not make it possible to exercise the rights enshrined in the Constitution of Ukraine. The goal of my study is therefore to research various factors, which impact on the efficiency of legislation covering the right of access to official information, including information laws, institutional division of powers for providing checks and balances, the involvement of institutions of civic society in shaping the government informational policy. I hope that my research may be of benefit to this field and contribute to better understanding of the issues involved and also suggest new approaches for dealing with the problems.
  - I would also like to learn more about the United States government policies affecting the flow of information. The US Constitution forbids abridging the freedom of speech, while most of the European Constitutions as well as international treaties, such as the 1950 European Covenant on Human Rights, provide a number of restrictions on it. Thus the US experience is of great interest for Ukraine, where the relevant legislation is in the making.

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- If you know of theorists, scholars, or scientists who are doing work there which is not being pursued in Ukraine, this is the place where you should mention them.
- If there are professional organizations or conferences from which you and your work would benefit, you should also mention them here.

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- Mention how and why being part of a U.S. university community might help you complete your work more readily than if you were to stay in Ukraine.
- Remember not to request in your essay that you be placed at a particular university. However, you may make your preference known in terms of people whose work you admire, and with whom you might like to work. This shows that you know your field and project, and are aware of the ways in which study in the U.S. might help to advance your goals.

- Section Three: How will being in the U.S. help your work?
- Psychology example:
  - The topics that lie within the area of *Training* and *Organizational Development* courses are closely related and they are of the greatest interest to me. In my opinion, the American experience is mainly concentrated in this sphere. And since we know how enormously some American companies developed, gaining its place not only within the US market but much further the borders of this country, the practical experience of American organizational psychologists is that I would like to scrutinize and be ready to apply in Ukraine. That's why I really hope, I would be able to study such courses as Training in Organizations, Organizational Development, Leadership and Strategic Change, Executive Coaching and Development. They will give me an opportunity to develop practical skills in designing and evaluating training programs, to get profound knowledge in strategic planning, team building, goal settings, career development and many others topics without which professional growth of a company can be paralyzed. Another course I would like to develop in Kyiv National Linguistic University is *Issues of Organizational Development* which is supposed to contain practical workshops and seminars-trainings for developing practical skills of the students in this sphere.

Section Three: How will being in the U.S. help your work?

#### Law example:

- The right of access to official information is based on the First Amendment which implies the idea of free society and public control over the authorities. For the United States, this issue seems to be vital judging from the number of the US Supreme Court decisions on the subject, such as New York Times Co. v. Sullivan (1964), New York Times Co. v. United States (1971), Gannet Co v. De Pasquale (1979) and many others. With references to authors of the Constitution Madison, Jefferson, Franklin; justices Hugo Black, William O. Douglas, Potter Stewart, Cox Broadcasting v. Cohn, William Brennan and others, one feels that American society views freedom of speech and of the press as crucial for the preservation of freedom as such.
- The Freedom of Information Act is among the main legal documents regulating issues of the open government. There are also plenty of normative legal documents on the subject, on federal and state level (*State Sunshine Laws*) providing clear criteria according to which information can be classified as secret, confidential or as forming part of a criminal investigation, as well as legal mechanisms for appealing such decisions of state officials. A key component for understanding United State policy in providing public access to official information is having the opportunity to become familiar with the texts of the legislation on which it is based.

Section Three: How will being in the U.S. help your work?

#### Law example:

- So my aim is to study such legislation as well as court decisions, executive actions and other means through which the United States conduct their policy in this sphere. These issues have of course become of special concern in the United States today in connection with the war on terrorism. I am deeply interested in the on-going discussion as to the balancing, through existing legal mechanisms, of citizens' right to know and the government requirement to provide national security.
- But it will be difficult for me to learn all this material without special skills. As far as I know, there are special courses on conducting legal research as well as computer-assisted legal research in the United States universities. As for my study plans, I would like to take courses on human rights and comparative law in order to learn more about the particular features of various democratic countries and specific characteristics of new democracies which emerged on the post-totalitarian terrain. I would like also to take courses that specifically address Public Information Law in order to understand the ways in which the federal government generates and disseminates information, learn to use basic and specialized informational sources, such as Westlaw and LexisNexis, and learn more about a concept of "digital government."

- Section Four: Summing it up!
- In your conclusion, write about your project on a practical, rather than theoretical level as you did in the first section.
  - What will be the result of your project (a book, a course outline, something else altogether)?
  - Why is it reasonable to think that you will finish it in the time allotted to you?

- Section Four: Summing it up!
  - More than anywhere else, express why *you* are the person to complete this task.
  - Explain briefly how and why your completed project will benefit both the larger field of your study as well as Ukraine.

#### Section Four: Summing it up!

#### Psychology example:

- As a conclusion of my studies on Master's level in the USA I plan to write a thesis on work performance optimization. I will use the results of my "Ukrainian" graduate paper concerning collectivistic and individualistic behavior and try to develop them, applying to the sphere of organizational development.
- To sum up everything stated above I would say that while studying in American university I will:
  - Scrutinize a number of obligatory and elective courses which will provide me with the foundation I/O theory and research;
  - Take special practicum on organizational development to get necessary skills and knowledge of personnel training and conduction of organizational changes;
  - Take part in faculty project investigating employees' motivation and the ways it can be influenced;
  - Write thesis on techniques of work performance optimization (in connection to work motivation).
- That's the program I would like to undertake. Upon my return to Ukraine, I am eager to share my knowledge of Organizational psychology with my future students and colleagues to create our Ukrainian approach to the solution of human resources problems in business and industry.

#### Section Four: Summing it up!

#### Law example:

• The research I am hoping to undertake when studying in an American university will be useful not only for my personal development and proficiency in my major. I intend to use the results of my work in the Kharkiv Human Rights Protection Group where I believe it will have practical application in contributing to drawing up Ukrainian legislation and law enforcement practice.

#### Thank you for your attention!

We are happy to answer any questions you may have.