



Application deadline is January 10, 2023. Early submission of your application is strongly encouraged.

STUDENT SCHOLARSHIP APPLICATION INSTRUCTIONS

Nacel Open Door requires that all application materials for the Congress-Bundestag Vocational Youth Exchange be submitted electronically via e-mail to CBYX@nacelopendoor.org by **January 10, 2023**. The **PDF forms** are available on [Nacel Open Door's CBYX webpage](#) and **should first be downloaded to your computer, then filled out, saved, and submitted via e-mail**. **The applicant's name should be specified in the subject line of each e-mail sent.** Please note that all **documents should be sent as Microsoft Word or PDF files** (not Pages files or Google docs link).

Please review the U.S. Department of State Bureau of Educational & Cultural Affairs' Eligibility Policy for American Outbound Youth Programs, found on Page 2 of the Application Instructions.

A COMPLETE CBYX VOCATIONAL SCHOLARSHIP APPLICATION CONSISTS OF THE FOLLOWING MATERIALS, SUBMITTED TO CBYX@NACELOPENDOOR.ORG BY JANUARY 10, 2023:

- [CBYX 23-24 Vocational Program – Form 1: Student Application](#) (6 pages)**
The student should complete the Student Application and email to CBYX@nacelopendoor.org.
- Copy of your current student transcript**
Obtain a copy of your current transcript to submit via e-mail with your application.
- Current 2" x 2" high-resolution color photograph of student**
Obtain a high-resolution, 2" x 2" color photo of yourself to submit with your application.
- [CBYX 23-24 Vocational Program – Form 2: Nominator's Recommendation](#) (2 pages)**
Ask your School Nominator to complete Form 2 – Nominator's Recommendation, using the electronic form, and have the nominator email the completed form to CBYX@nacelopendoor.org with the student's name in the subject line. Follow up with your nominator to ensure the form was submitted.
- [CBYX 23-24 Vocational Program – Form 3: Activity Supervisor's Recommendation](#) (2 pages)**
Ask your Activity Supervisor to complete Form 3 – Activity Supervisor's Recommendation, using the electronic form, and have the supervisor email the completed form to CBYX@nacelopendoor.org with the student's name in the subject line. Follow up with your supervisor to ensure the form was submitted.
- [CBYX 23-24 Vocational Program – Form 4: Student Information Summary](#) (online form)**
Note: You cannot save and resume this form; it should be completed in one sitting.
You will need the following information from your application:
 - Your name, address, telephone, email, social media account names
 - Your citizenship, GPA (on 4.0 scale), parents' names
 - Your U.S. Congressional district number & representative name
 - Your school name, address, telephone
 - Your nominator's name, title, school name, telephone, email
 - Your activity supervisor's name, title, school/business, telephone, email

Please keep a copy of all pages for your records; no materials will be returned to you.

QUESTIONS

Please contact the Nacel Open Door national office with any questions regarding your application.

Program Director, Carrie Hess: 1-800-622-3553, ext 613 or chess@nacelopendoor.org.

For general information about the CBYX Vocational Scholarship, please see the [CBYX Vocational Overview](#).

Congress-Bundestag Youth Exchange 2023-2024 U.S. Department of State Eligibility Policy for American Outbound Youth Programs

Eligibility: The U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA) offers many opportunities for American youth to participate in international exchanges. ECA seeks to represent the diversity of America in these youth exchange programs and to make sure the selection process is fair and transparent.

Outbound applicants must meet the following basic eligibility requirements:

- Be a U.S. Citizen
- Meet age, GPA, and high school graduation requirements specific to the program
- Not be in either of the two ineligibility categories described below.

Strong selection preference is given to those who have not previously participated in one of the exchange programs listed below or lived abroad for six months or more during the past five years.

1) Current or previous participant in ECA exchanges

- Alumni of short-term outbound programs of eight weeks or less funded by the Youth Programs Division of the U.S. Department of State's Bureau of Educational and Cultural Affairs are eligible.
- Alumni of long-term programs funded by the Bureau are not eligible for the CBYX program. These programs include:
 - Congress-Bundestag Youth Exchange (CBYX) outbound programs
 - Kennedy-Lugar Youth Exchange and Study Abroad (YES Abroad)
 - National Security Language Initiative for Youth (NSLI-Y)
 - Youth Leadership Program (participants who travelled overseas only)
 - Youth Ambassadors Program

2) Family member employment

For a period ending one year following the termination of such employment, association, or service:

- **Immediate family members (e.g. dependent children) of employees of the U.S. Department of State/U.S. Agency for International Development are ineligible.** This provision includes all employees, paid or unpaid (including part-time or temporary employees, consultants, externs, interns, fellows and personal service contractors). Self-supporting children who live apart from their parents are qualified to participate.
- **Employees (and their immediate family members) of private and public agencies under contract or grant with the U.S. Department of State who perform services on behalf of the U.S. Department of State exchange programs are ineligible.**



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Bureau of Educational and Cultural Affairs

