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རྒྱལ་གཞུང་གི་གཞི་གཞི་ལྷན་ཚོགས།  
ROYAL GOVERNMENT OF BHUTAN  
ROYAL CIVIL SERVICE COMMISSION



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RCSC/HRD-A3.1/2019/

5th February, 2018

**Thailand International Development Cooperation Agency (TICA) Scholarship for the academic year 2019**

The Royal Civil Service Commission (RCSC) is pleased to announce the availability of 3 slots under TICA full scholarships for Masters in Law (LLM) for Legal Services Group:

**A. TICA shall cover all cost related to the course under full scholarship:**

- Round trip airfare (economy class);
- Admission cost;
- Full tuition fees;
- Living allowances;
- Accommodation allowances;
- Book allowances;
- Thesis Allowance;
- Visa fee & Visa extension if required;
- Medical Insurance; and
- Others if required as part of the course.

**B. Prerequisites of the University/scholarship**

- Completed bachelor degree and meet minimum academic requirement of the University/Institute
- Meet English language score of IELTS (minimum band 6.0) or TOEFL score (minimum ibt 80)



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**C. General requirements (in addition to the above prerequisites in sl. No. B)**

- Should have bachelor degree at the time of entry into civil service or be selected through BCSE;
- Clean service record; and
- Civil servants applying for the scholarship and the agency nominating the candidate must ensure the applicant fulfill all the relevant eligibility criteria prescribed in the BCSR 2018.

**D. Documents required while applying**

- Updated CVs copy (details should also include accurate transfer history)
- Bachelor degree: Copy of Certificate and transcript
- Class XII: Copy of Certificate and transcript
- Certificate for TOEFL/IELTS: minimum ibt 80/band 6.0 (copy of original)
- Moderation score for 2016-2017 and 2017-2018 & Performance Evaluation Ratings (IWP) for 2016-2017 and 2017-2018 (for non-moderated agencies)
- Any other supporting documents (check Scholarship Selection Format Form 9/9)
- Email address and mobile number

**E. Application procedure**

- Interested applicant must submit the above documents to HRDD, RCSC after routing through respective agency within the given deadline.
- Agency and the candidate should ensure eligibility and relevance of the course and submit [duly signed checklist](#)
- Agencies should ensure NoC can be provided to candidates who get selected for the scholarship. If Agencies cannot provide NoC, they should not forward the application documents to the HRDD, RCSC
- Once shortlisted candidates are announced, respective agencies shall seek approval from HRC and inform RCSC on the decision.



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**F. Shortlist and Selection procedure**

Candidates will be shortlisted and selected through an interview as per the Scholarship [Selection Format \(Form 9/9\)](#).

**G. Post selection procedure**

Upon announcement of the interview result, selected civil servants should submit the following documents to the HRDD, RCSC within five working days from the date of announcement of the interview result, failing which scholarship may be given to the standby candidate:

- [Acceptance of Scholarship Form](#) with assurance from the agency
- Duly completed 2 sets of [TICA application form](#) (affix passport size photograph each)
- Duly completed 2 sets of TICA Medical form along with X-Ray film
- Security clearance reference no. and date
- Audit clearance reference no. and date

Selected candidates shall also be required to take drug test and will have to pass the test to be eligible for the scholarship.

**H. Deadlines related to scholarship**

Particulars	Deadline
Scholarship submission to HRDD, RCSC ( <i>should be routed through respective agencies</i> )	On or before 22nd march 2019
Announcement of Shortlisted candidates ( <i>tentative</i> )	29th March 2019
Interview ( <i>tentative</i> )	5th April 2019
Post Selection documents submission	Within 5 working days from the date of announcement of the interview result

RCSC, THIMPHU BHUTAN, Post Box No. 163. Telephone: PABX: 00975-2-322491, 322956, 322954, Fax No. 323086, 325980. Director: 332475, HRMD: 332476, HRDD: 336270, PPD: 336131, MISD: 332473, LS: 332471, HRAS: 329993, AFS: 332472. EXAM SERVICE:339237 [www.rcsc.gov.bt](http://www.rcsc.gov.bt)



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*\*The date for the selection interview will be given along with announcement of shortlisted candidates.*

**I. Important notes:**

1. Slot for each course shall be allocated based on performance of the candidate in the Interview, the number of applications received for each field of study and the criticality of such specialization in the civil service.
2. Admission is processed by TICA office in Thailand and candidates are required to route any enquiry on the scholarship and admission status through RCSC. Therefore, candidates are discouraged to contact University and TICA directly.
3. Confirmation of scholarship and date of commencement of course shall depend on candidate fulfilling the admission criteria laid down by the respective universities for securing admission. Therefore, the candidates are advised not to make major changes to their home/office life (such as handing over of work, moving out of their house etc) until the confirmation of scholarship/admission is received from RCSC;
4. Only those candidates who are committed to this scholarship should apply. If the candidate withdraws after the announcement of the interview result, candidate shall be liable for HR action;
5. Based on past experience, for some courses, it takes more than a year to secure admission which is dependent on the admission requirement and candidate's academic record. Therefore, please accept the scholarship after proper consideration. Withdrawal/cancellation of scholarship shall result to HR action once you accept the Interview selection result.
6. Nominations received without the endorsement of the agency and with incomplete documents will not be accepted for the purpose of short listing.
7. Agency should ensure that relevance of the course and only eligible candidates fulfilling requirements are forwarded to HRDD, RCSC on or before the deadline. In the event any discrepancies are found after the selection, respective agency shall be held accountable.
8. The scholarship application should be routed through the applicant's agency with the complete sets of documents.

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9. For future career progression to Specialist position, Master course should be aligned to Super Structure.

For any clarification or information, please contact Tshewang Choden and Thinley Choden at 322491/322954/322956 (Ext. 223/124) during office hours or you can also email at [tshewangchoden@rcsc.gov.bt](mailto:tshewangchoden@rcsc.gov.bt) or [thinleyc@rcsc.gov.bt](mailto:thinleyc@rcsc.gov.bt)