



**NATIONAL OLYMPIC ACADEMY OF BARBADOS  
MEMOS XXVII 2024-2025  
APPLICATION GUIDELINES**

***DOCUMENTS TO BE SUBMITTED***

- Motivation letter (pdf format) – include a clear statement of your objectives and expectations for your participation in MEMOS
- Curriculum vitae (pdf format)\*
- Copy of degree(s)
- Information about your proposed MEMOS project (pdf format)
- Copy of ID card/passport
- Endorsement form completed by candidate's National Federation (pdf format)

**Please ensure that the following details are included in the information submitted**

***\*PERSONAL INFORMATION***

- Qualifications (including qualifications in sport) – degree/certification, awarding institution, year of completion
- History of involvement in sport – athlete, official, etc.

***PROJECT DETAILS***

- Preliminary title of proposed project
- Organization involved
- Issue facing the organization/sport you want to study (Explain the management issue you want to address in the organization)
- Questions you want to address by carrying out this study. What questions do you have that need answering? (2-3 questions required)
- Reasons for your choice (Explain why you want to address and help solve this problem)
- How will you collect the information you need and from whom? (Method(s) chosen/data collection – interviews, questionnaires, document analysis, case study, etc.)
- Research experience – academic or applied. Describe your experience briefly – include examples of method(s) chosen or data collection and analysis techniques used
- Expected results and impact of study – on sport organization and/or National Olympic Committee, and wider Olympic Movement. (Be as detailed as possible with your proposed project and its impact for your sport organization/NOC and the wider Olympic Movement)

Information about the course may be obtained at <https://memos.degree/program/>

**Submit applications to: The Director, National Olympic Academy at [vdcadogan@olympic.org.bb](mailto:vdcadogan@olympic.org.bb) (cc: [info@olympic.org.bb](mailto:info@olympic.org.bb)) by Friday, 10 May 2024**

**Interviews will take place on Wednesday, 15 May 2024**