FULBRIGHT

Fulbright U.S. Scholar Program Application Instructions (2022-2023)

Application: https://apply.iie.org/fulbrightusscholar

Deadline: September 15, 2021

This is a supplement to the instructions in the application.
Read all instructions carefully before submitting your application.

Applicants may only apply for one award in the 2022-23 competition.

Contents

General Information About the Application

The application is supported by most browsers. We highly recommend that you use a current version of Google Chrome, which supports Windows, Mac, and Linux platforms.

Prior to starting an application, please complete the following steps:

Step 1: Review the requirements for submitting an application

- Eligibility
- Award description
- Application guidelines

Step 2: Record your username and password in a safe place

Your email address is your username. When you create your account for your application, record your password in a secure place. If necessary, you can reset your password by clicking *Forgot Your Password* on the log-in page.

Step 3: Complete the application

You do not need to complete this application at one time. You can re-enter at any time to edit your application. However, once you SUBMIT your application, you CANNOT make changes to it.

To complete your application correctly, please read all instructions and answer all questions completely and carefully.

Additional tips:

- Do not: Have the application open in multiple tabs in the same browser.
- Do: Have these instructions and the award description available for reference.
- Do: Use proper capitalization and proofread. Avoid using all capital letters (e.g., FULBRIGHT) and/or all lowercase (e.g., fulbright); correct use/spelling: Fulbright.
- Do: Prepare answers to longer questions ahead; you can copy and paste information into all text boxes.
- Do: Prepare required documents and save them in PDF format. This helps to preserve any formatting and special characters in your uploaded documents.
- Do not: Use special characters in text boxes, such as letters with accent marks.
- Do: Answer all questions. Questions that are required are marked with an asterisk (*). You will not be able to submit your application until all required items are complete.

Step 4: Submit the application

Once you have entered all required information, including recommenders (and foreign language evaluators, if needed), review your application for errors.

When all information is correct and complete, submit your application. Once you submit you CANNOT make changes to your application.

Creating Your Application and Online Account

- To start, go to https://apply.iie.org/fulbrightusscholar and click *Create an account*. You may only apply to one award per application cycle (e.g., the 2022-23 competition).

  - Returning users, click here.

- Enter your email address, first name, last name, and select your date of birth (Month-Date-Year) from the dropdown menus. **Your name must be entered exactly the way it appears (or will appear) on your passport.**

Register

To register for an account, please enter the information requested below.

Email Address	
First Name	
Last Name	
Birthdate	▼ ▼ ▼

Continue

Note: Use an email address that you use regularly and will be able to access for at least one year after submitting your application. This is the email address you will use to log in to your application account, and the address to which updates and notifications will be sent.

- Click *Continue*. You will receive an email from IIE (apply@iie.org) with the subject, "Application Registration", confirming you have created an account. The email will include a link to the application and a temporary PIN. Follow the instructions in the email to activate your account using the temporary PIN.

- You will be prompted to enter your PIN and then create a password to complete login.

Login

A temporary PIN has been sent to your email address. If you do not receive this message in the next few minutes, please check your junk mail folder.

Email	
Account	
Temporary PIN	
Birthdate	▼ ▼ ▼

Login

Set Password

To protect the security of your account, please specify a new password. The password must meet complexity requirements.

New Password		✖ At least one letter
New Password (again)		✖ At least one capital letter
		✖ At least one number
		✖ Be at least 12 characters
		✖ New passwords must match

Set Password

- You will be prompted to start and then create your application.

- You will be prompted to open your application

Returning Users

- If you started an application or if you applied for the 2020-21 or 2021-22 competition and are reapplying for the 2022-2023 competition, after logging in, click "Start New Application" to start your application for 2022-2023.

- If you applied for an earlier competition, you will need to create a new application account using the instructions above.

Completing and Managing Your Application

RETURNING TO YOUR APPLICATION

- To return to your application: Go to the application.

- Under "Returning Users", click Log in and enter your email address and password.

- If you do not remember your password, click *Forgot your password?* and follow the resulting instructions.

- Then, open your application to update it (if not yet submitted), view it (if submitted), or view the status (if submitted).

EDITING YOUR APPLICATION – PRIOR TO SUBMISSION

- You may log in at any time to review and edit your application form, upload documents, and enter recommender information.

- To save your application, click Save and Continue at the bottom of the page.

  Note: The application will automatically log you out after 60 minutes of inactivity, so it is best to save your application frequently (click *Save and Continue* and proceed to the next page or return to the page you were working on).

- Preview your application before submitting.

REVIEWING YOUR APPLICATION – AFTER SUBMISSION

- After you SUBMIT your application, you CANNOT make any changes to it.

- You may continue to log in to your account to view the information you have submitted, save a PDF of your application form, and manage your recommenders (and foreign language evaluators, if applicable).

LETTERS OF RECOMMENDATION AND FOREIGN LANGUAGE EVALUATIONS

  Note: Your application and all letters and evaluations must be submitted by the application deadline.

- Letters of recommendation (and foreign language evaluations, if needed) will be submitted directly to your application by the recommenders/evaluators you registered in the application.

- You may submit your application before your letters of recommendation and language evaluations have been submitted. You will still be able to monitor their receipt after you have submitted your application.

- If your recommender is unavailable, you will have the option to exclude the recommender and add an alternative after you submit the application.

The following pages in this document supplement the instructions in the application.

Reminder: Please do not open the application in multiple tabs in the same browser.

Application Page: Welcome

This contains information about the program and application.

After reviewing, click *Save and Continue* to advance to the next page.

Application Page: Program Eligibility

This page addresses essential program eligibility and program selection. All questions are required. (See [Eligibility](link))

- **Prior Fulbright U.S. Scholar grant**

  Note: Recipients of a Fulbright Scholar grant are eligible to apply for another Fulbright Scholar grant *two years after the date of completion of the previous grant*. (For serial or Flex grants, the two-year period begins at the end of the final grant in the series.)

  Previous Fulbright Scholar Grants

  Recipients of a Fulbright Scholar grant are eligible to apply for another Fulbright Scholar grant two years after the date of completion of the previous grant. (For serial or Flex grants, the two-year period begins at the end of the final grant in the series.)

  Recipients of a Fulbright Specialist Program grant are not required to adhere to the two-year waiting period before applying for a Fulbright Scholar grant.

  Have you completed or undertaken a Fulbright Scholar grant within the past two years? *

- **U.S. citizenship**

  Note: Applicants must be U.S. citizens at the time of application for the Fulbright U.S. Scholar Program.

  - If *No*: If you are not a U.S. citizen, please see the [Fulbright Visiting Scholar Program](link).

  Citizenship

  Candidates must be citizens of the United States of America.

  Are you a U.S. Citizen? *

  Note: In some cases, it may not be feasible for a dual-citizen to participate in a Fulbright program in the country of his or her other nationality due to host country law or policy. Please review the award description for more information.

- **Residence Abroad**

  Note: Candidates who have resided abroad for five or more consecutive years in the six-year period preceding the date of application are ineligible. In this case, a period of nine months or more during a calendar year is considered to constitute a full year abroad.

Residence Abroad

Have you resided or traveled abroad for five consecutive years or longer in the last six years **preceding the application deadline?** *
Note: a period of nine months or more during a calendar year is considered to constitute a full year abroad.

- **Select the program** to which you are applying (e.g., *Fulbright U.S. Scholar Program*).

- For the U.S. Scholar Program, you will then be prompted to indicate whether the award to which you are applying allows for grant activities in multiple countries. (If you are not sure: click *award* in the application or the link below to see the list of multi-country awards in the Catalog)

  - *Yes*: The award is among the [multi-country awards](#) in the Catalog of Awards

  - *No*: The award is to a single country

Program

To which program are you applying? *

| Fulbright U.S. Scholar Program |
| Fulbright International Education Administrator (IEA) Awards |
| Fulbright Public Policy Fellowship |

Are you applying to an award that allows for grant activities in multiple countries? *

- **Data Privacy Consent**

Data Privacy Consent for Applicants & Participants of IIE-Managed Programs

IIE values your privacy, and we encourage you to read our Program Privacy Statement that is located on the privacy page on IIE's website.

As this notice is intended for all applicants and participants of IIE-managed programs, the Program Privacy Statement outlines how IIE handles your data and includes the types of data we process, why we process it and with whom we share it.

Please note that IIE may be required to process data that is generally considered to be sensitive. IIE only processes this information when it is necessary to execute the management of your application or program. Please review the "What Types of Sensitive Personal Data Do We Process?" section of the Program Privacy Statement for more details.

I have read IIE's Program Privacy Statement and give consent for IIE to process my data. *

Click *Save and Continue* to save your responses and advance to the next page.

Application Page: Country and Award Selection

Select the country and award to which you are applying. Key details about the award will appear when the award is selected, as well as a link to the award for reference.

If you are applying to a single country:

- You will be prompted to select your host country and award.

- To change countries or awards, return to this section to select the new country or award.

If you are applying to a multi-country award:

- You will be prompted to select the award (a warning may appear; it should disappear once you select an award)

- You will then be prompted to select the countries (or country) you propose to undertake your project under *Country Selection – Multi-Country Award*

If you decide to change from a single-country award to a multi-country award (or the reverse):

- Return to the Program Eligibility page to change your response(s) in the Program section.

- Continue to the Country and Award page and proceed as above.

Note: You will not be able to change this after submitting the application.

Click *Save and Continue* to save your responses and advance to the next page.

Application Page: Personal Information

Enter your biographical information.

Note:

- **Name**: Enter your name exactly as it appears on your passport.

- **Preferred first/given name**: Also known as a nickname, only enter a preferred name if it is DIFFERENT than your legal name (e.g., Alex instead of Alexander).

Click *Save and Continue* to save your responses and advance to the next page.

Application Page: Dependent Information

This page will only appear if you entered more than "0" dependents on the *Personal Information* page.

- For each dependent expected to accompany you, enter their details.

- If the number of dependents you expect to accompany you changes while you are completing the application, return to the Personal Information page to change the number, then proceed to this page to add or correct any details as needed.

Click *Save and Continue* to save your responses and advance to the next page.

Application Page: Contact Information

Enter your contact information.

Note:

- Enter your **permanent address**:
    - This is the physical address where you live.
    - Select the country where you live from the dropdown list first. Based on your country selection, the subsequent fields will change to match the address format of that country.
    - Complete the remaining address fields. Please spell out abbreviations (Street, Road, etc.). Do not use accents or special characters.
    - Postal code: For applicants in the U.S., the 9-digit zip code (zip+4) is required (use this look up tool).

- Indicate if your **current mailing address** (i.e., the address where you receive mail) is the same as the permanent address you entered above. *They do not have to be the same.*
    - No: A second address section will appear where you may enter your mailing address information and the dates of validity.
    - Yes: proceed to the next section.

- Enter your **telephone numbers** as appropriate, starting with "1".
    - If you reside outside the U.S. and have an international phone number, include the country code.
    - If you have a U.S. number and the number you enter turned red, re-enter it with a "1" at the beginning.

- The **email address** used to create your account will appear in the primary email address field and will not be editable.
    - Please provide a different Alternate/ Secondary Email address that can be used to contact you if you cannot be reached via your primary email address.

    Note: All system-generated emails, application updates, and notifications will continue to go to your primary email address.

- Enter your **emergency contact information**. The individuals you list may be contacted in the event of an emergency while you are participating in award activities.

Click *Save and Continue* to save your responses and advance to the next page.

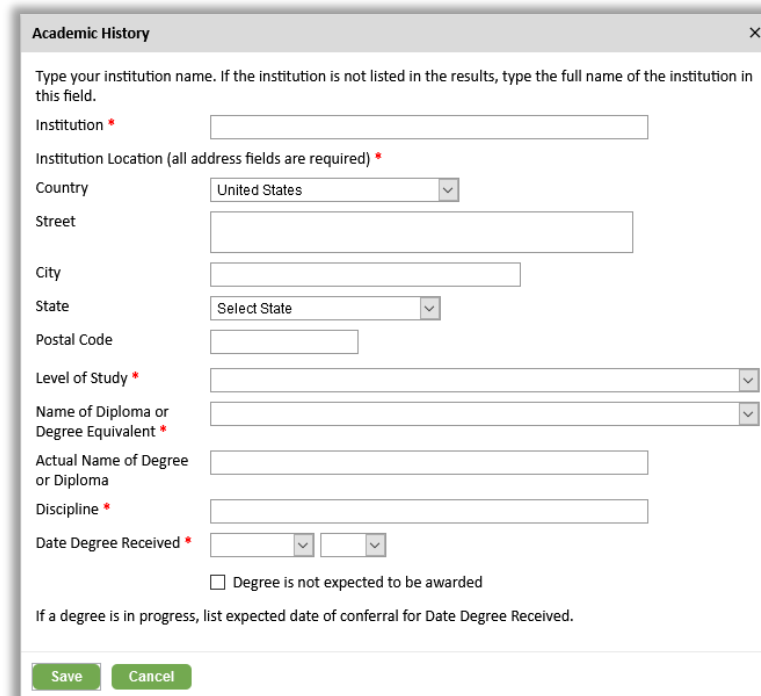# Application Page: Academic & Professional Information

This page collects information about your academic and professional background, including your current employment, academic degrees, accomplishments, experience abroad, and previous Fulbright grant(s), if applicable.

Note:

- **Title**: Select the title closest to your current academic or professional title.
  - If there is no appropriate option after reviewing the list, please select "Other" from the dropdown and enter your title in the text box that appears.

- **Current Institution/Employer**: If you have more than one employer or role, enter the details for your primary employer and ensure your curriculum vitae/resumé presents all of your roles and employers clearly.
  - School and Department: <u>Please spell out abbreviations</u> (e.g., "College of Arts and Sciences" instead of "Arts and Sciences", "Department of Marketing" instead of "Marketing".

- **Current Institution/Employer Address**: This is your professional address and is required even if you entered "No Affiliation" in the prior section.

- **Academic History**: Enter all degrees/academic credentials, including those in progress.
  - Click Add Academic History and complete the pop-up form.

Note:

- Type in the name of the institution; as you type, a list will appear. Select from the list. If your institution is not listed, type the full name of the institution in this field.

- All address fields are required.

- "Actual Name of Degree or Diploma" is the name of the degree, e.g., Master of Arts. Please do not enter your name here.

- If the degree or diploma is in progress, list expected date of conferral for Date Degree Received. You MUST include any education institutions you are currently attending (even if you have not yet completed your educational program) and estimated date of graduation/completion (if applicable).
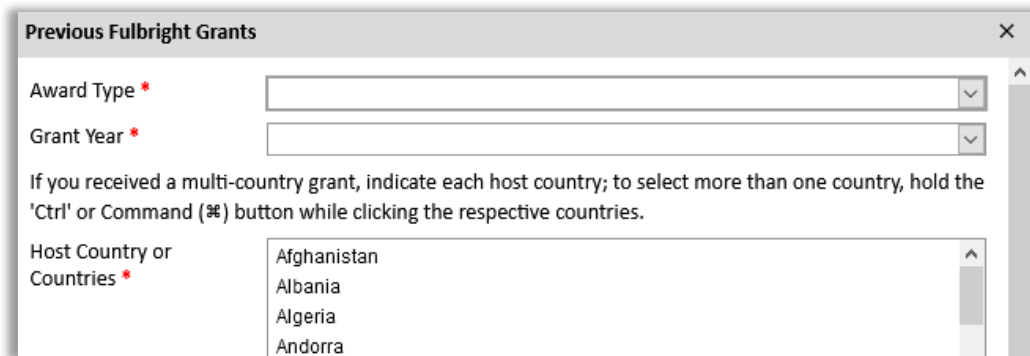
- Click Save.

- **Accomplishments**: Enter your five most significant professional accomplishments into the text boxes (one per box).

   - These may include honors, awards, publications, exhibitions, etc.

   - 150-character limit per text box

- **Previous Fulbright Grants**

   Note: Recipients of a Fulbright Scholar grant are eligible to apply for another Fulbright Scholar grant *two years after the date of completion of the previous grant*. (For serial or Flex grants, the two-year period begins at the end of the final grant in the series.) Recipients of a Fulbright Specialist Program grant are not required to adhere to the two-year waiting period before applying for a Fulbright Scholar grant.

   If *Yes*:

   - For each prior grant, click Add New, complete the pop-up form, and click Save. Academic year corresponds to the academic year in which you received and began the Fulbright grant.

   - If you received a Fulbright Scholar grant (or more than one), enter your justification as to why you should be considered for another award in the text box. (Justification not needed for other types of grants.)

Click *Save and Continue* to save your responses and advance to the next page.

Application Page: Award Details
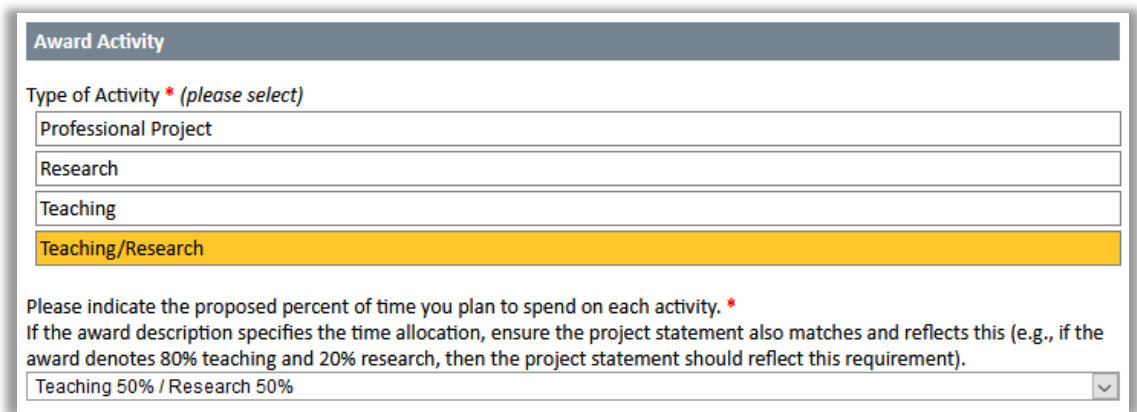
This section collects information about your proposed project. Please carefully review award for any additional guidance or requirements.

- **Academic Discipline**: Select the most appropriate discipline and specialization information for your project from the dropdown menus. Enter additional details about the discipline and/or specialization of your project.

- **Portfolio**: For some disciplines, applicants are asked to provide a digital portfolio. For these disciplines only, you will be prompted to indicate whether you will upload portfolio materials as part of your application.

   - Yes: You will be directed to upload your materials on another page. Please follow the upload instructions listed.

- <u>No</u>: Please provide a brief explanation why materials will not be uploaded.

    Notes:

    - Materials must be uploaded to your application. Providing a link to a website is not an accepted alternative.

    - Applicants proposing translation projects should not submit a portfolio.

- **Award Activity**: You must select the award activity (even if there is only one option). The selected option will change color once selected (orange, below).

    - If you select a combination of activities (e.g., Teaching/Research), you will be prompted to enter the percent of time you propose to spend on each activity. Consult the award description to determine if the award specifies the percentages; if so, select the corresponding percentages. Regardless, ensure your proposed project reflects this plan.

- **Proposed Award Period and Host Institution**:

    - Grant start date (month and year), grant length, and number of Flex segments (if available) must match the grant parameters listed in the award description.

    - Host Institution: To enter your proposed host institution, begin typing the name of the institution in the text box. If the name of your proposed host institution does not appear, type the name of the institution in full.

        o If an institution is named in the award title, please enter the institution.

        o If the award requires you to rank your institutional preferences, please list your first preference in the Proposed Institution box and any additional institutions in the Additional Comments.

        o Consult the award description for host institution requirements, if any.

- **Flex**: If Flex is offered for the award, you can propose two or three short-term stays in the host country over two years if required by the proposed project. For these awards only, you will be prompted to indicate whether you are proposing Flex, and if so, whether you propose two or three segments.

    - Consult the award description for Flex grant parameters. Ensure your proposed project reflects this plan.

- Enter each proposed segment, click Add Proposed Segment, complete the pop-up form, and click Save.

- **Project Title and Abstract**:

    - Title: 100-character limit

    - Abstract: 700-character limit

    - Please remove any extra lines/spaces (ensure text appears in the box as single-spaced, not double-spaced)

Click *Save and Continue* to save your responses and advance to the next page.

Application Page: Essays & Uploads

This page collects additional information about you and your proposed project. Please carefully review [award](link) for any additional guidance or requirements.

Note:

- **Short Essays**. Provide responses to the questions in the text boxes provided. (The questions are also available [here](link).)

    - Note character limits.

    - Consider drafting your responses in a document first to monitor character limitations, then copy them into the text boxes in the application.

    - Please remove any extra lines/spaces (ensure text appears in the box as single-spaced, not double-spaced).

- **Bibliography**: Required if you selected *Research* or *Teaching/Research* on the Award Details page. Not accepted for: Teaching or Professional Project.

    - Ensure your bibliography follows these [requirements](link).

    - If this upload does not appear, check to make sure the award activity is selected.

- **Syllabi/Course Outlines**: Required if you selected *Teaching* or *Teaching/Research* on the Award Details page. Not accepted for: Research or Professional Project.

    - Ensure your syllabi/course outlines follow these [requirements](link).

    - If this upload does not appear, check to make sure the award activity is selected.

- **Project Statement**: Required for all applicants.

    - Ensure your statement follows these [requirements](link).

- **Curriculum Vitae/Resumé**: Required for all applicants.

    - Ensure your CV/Resumé follow these [requirements](link).

    - If this upload section does not appear, please re-select the country, award, and award activity.

- **Letter(s) of Invitation**:
  - Ensure your letter(s) of invitation follow these requirements.
  - Consult the award description for requirements and any special instructions.
  - If you have multiple invitations, you need to merge them into a single file to upload.

  Note: Letter(s) will be accepted until October 1, 2021.

  - **For awards where the invitation is required:** If your letter(s) are not submitted by this deadline, your application may not proceed in the review process.
  - **For all other awards:** As a letter is not required, your application will proceed in the review process as-is.
  - If your invitation is expected to arrive after the September 15th application deadline, you should submit your application without the letter, and consult the IIE program staff listed in the award for assistance with uploading it to your application.

How to upload your documents

- Click *Browse,* locate and select the appropriate file
- Click *Open,* then click *Upload* to complete the file upload.
- Then, a message will appear indicating the document was uploaded successfully. Check the page count. (Example shows: date uploaded – file name – page count)
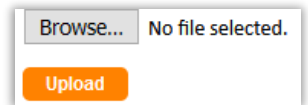
The following files have been uploaded:
- 04/06/2021 - App Test CV.pdf - 14 page(s)   preview   delete

Note: If any of files exceed the stated page limit, you will be prevented from submitting your application.

- Click *Preview* to preview your document.
- If needed, click *Delete* and upload a new document.

Click *Save and Continue* to save your responses and advance to the next page.

Application Page: Language Skills

Proficiency in language(s) other than English is necessary for some, but not all awards. This section collects information about your language proficiency, related to your proposed project.

The award description indicates to what extent foreign language proficiency may be needed.

There are two parts to the language proficiency evaluation: a self-evaluation and an external foreign language evaluation. The application indicates whether the self-evaluation is needed, and whether a foreign language evaluation is needed.

Award Requirements:	What this means in the application:
None, English is sufficient	<u>Self-Evaluation: Optional</u>: Complete self-evaluation for language(s) relevant to your proposed project <u>Foreign Language Evaluation: Do not register</u> a Foreign Language evaluator on the Recommendations & Language Evaluators page
None, English is sufficient. However, feasibility of conducting the project must be demonstrated in the project statement	<u>Self-Evaluation: Optional</u>: Complete self-evaluation for language(s) relevant to your proposed project <u>Foreign Language Evaluation: Optional</u>: Register a Foreign Language evaluator(s)on the Recommendations & Language Evaluators page
Recommended	<u>Self-Evaluation: Required</u>: Complete self-evaluation for language(s) relevant to your proposed project <u>Foreign Language Evaluation: Recommended</u>: Register a Foreign Language evaluator(s) on the Recommendations & Language Evaluators page
Required	<u>Self-Evaluation: Required</u>: Complete self-evaluation for language(s) relevant to your proposed project <u>Foreign Language Evaluation: Required</u>: Register Foreign Language evaluator(s) on the Recommendations & Language Evaluators page

Self-Evaluation

- Select the number of languages (other than English) relevant to proposed award activity. (You must select a number.)

- For each, select the language, and indicate your level of competency for each skill.

- Enter your responses to the questions in the text boxes. If you have selected more than one language, clearly address each language in the same text box. (See example on next page.)

External Foreign Language Evaluation

- This is addressed on via the Recommendations and Language Evaluators page.

Click *Save and Continue* to save your responses and advance to the next page.

Application Page: Recommendations and Language Evaluators

Use this section to register your recommenders, and foreign language evaluator(s) (if needed).

- You are responsible for contacting your recommenders/evaluator about your request for letters/evaluation prior to registering them in the application.

- You are also responsible for ensuring the recommendations are submitted to the application by the application deadline: **September 15, 2021**. Please inform your recommenders of this deadline.

- Letters of recommendation (and foreign language evaluations, if needed) will be submitted directly to your application by the recommenders/evaluators you registered in the application. Letters submitted outside the online system will not be accepted.

- You may submit your application before your letters of recommendation and language evaluations have been submitted. You will still be able to monitor their receipt after you have submitted your application.

- Instructions you can share with your recommenders and evaluators is available [here](#).

Recommendations

- All applications require **two** recommendations. Additional recommendations will **not** be accepted. If more than two are registered, the application will prevent you from submitting your application.

- Guidance on recommendations, including who may serve as a recommender, is available [here.](#)

Foreign Language Evaluator(s)

- If needed (as indicated by your response on the Language Skills page), register your foreign language proficiency evaluator(s).

- There is a maximum of two language proficiency evaluators. (Typically, one evaluator per foreign language.)

- Do not use these to add additional letters of recommendation.

Registering your recommenders/evaluators and monitoring the status of receipt

- You will be prompted to register your recommenders and evaluators.
- Recommenders and evaluators must be registered before you submit your application.
- You can track the status of recommendations, send reminders, and add/delete recommenders through this system before and after submission of your application.
- **To register your recommenders/evaluators**:
  - Click *Add Recommender/Evaluator* and complete the pop-up form.
  - Click *Send to Recommender* to generate automatic email to your recommender/evaluator
  - This will send them an email with instructions on submitting the online

recommendation or completing the foreign language evaluation form.

- **To edit, send reminders, and monitor:**
  - *Edit*: Use this to edit their information if they have not yet started progress on their response. If they have already started their response, you will not be able to edit their information.

    Exception: Recommender email addresses cannot be edited. To update their email address, you will need to exclude and re-add them.
  - *Send Reminder*: Click on the recommender/evaluator; on the pop-up, click Send Reminder to send them a reminder to submit.
  - *Exclude*: Use this to remove the recommender and replace with another individual (or to update their email address).

Here is what it looks like when a recommender has been registered (Language Evaluator), is in progress (Recommender One), and submitted (Recommender Two):

Name	Status	
Add Recommender/Evaluator		
Evaluator, Language	Sent to recommender on April 6	Edit
One, Recommender	In progress as of February 23	Edit
Two, Recommender	Submitted on April 6	Edit

For Recommenders/Foreign Language Evaluators

- Recommenders/Evaluators receive an email from the Fulbright U.S. Scholar Program (scholars@iie.org) inviting them to complete a letter/evaluation.
- Once they submit their letter/evaluation, they will receive a confirmation message on the application system, as well as an email confirming receipt.

Click *Save and Continue* to save your responses and advance to the next page.

Application Page: Portfolio

Based on the discipline information entered in the *Award Details* page, applicants whose proposed project is in one of the disciplines listed below may be prompted to upload portfolio materials to aid in the evaluation of their application (regardless of award activity selected).

If you selected one of these fields and indicated you would upload portfolio materials, this page will appear in your application for you to upload your media files. More information on these requirements.

Disciplines commonly requiring a portfolio:

- Architecture
- Creative Writing (creative fiction and non-fiction, playwriting, poetry, screenwriting and other)
- Dance

- Design and Crafts (fashion design, graphic design, industrial design, interior design, bookmaking, ceramics, furniture, glass, jewelry & metalworking, textiles & fiber)
- Filmmaking
- Journalism
- Music (composition, conducting, performance and other)
- Theater arts
- Visual Arts (animation, digital, drawing, illustration, installation, media arts, mixed media, painting, performance, photography, printmaking, sculpture and other)

This page will not appear for other disciplines.

Click *Save and Continue* to save and advance to the next page.

Application Page: Additional Information

- **Alternate Award Preferences**: Indicate whether you are willing to consider other awards.

    Note: Your application and supporting documents should be tailored to the award selected. It is only guaranteed to be considered for this award. In rare cases, an applicant whose application was recommended during the peer review process may be considered for an alternate award. (This process is driven by programmatic needs.)

Click *Save and Continue* to save and advance to the next page.

Application Page: Signature

Carefully review this section. Your electronic signature attests to the authenticity and accuracy of the information supplied in the application.

Certify that the information you provided in the application is true and complete by typing your full legal name in the Signature Box:

Signature

Accuracy of information contained in this application and waiver consent (required of all applicants):

By my signature below,

- I certify that to the best of my knowledge, the information provided in all parts of my application is true, accurate and complete.
- I understand that any falsification, misrepresentation, or omission may result in withdrawing of the application, or termination or revocation of any award granted.
- I understand that all Fulbright Program grants are subject to the policies of the Fulbright Foreign Scholarship Board.
- I understand that additional documentation may be requested and, if I am selected for a grant, the terms of my grant could be altered based on those materials.

In place of your signature, please type your full legal name:

[Confirm]

Click *Confirm* to save and continue to the next page.

Application Page: Review & Submit!

The application will review the responses entered and will display any incomplete questions and required attachments that need attention.

- If no errors appear, then your application is ready for submission.
- If any errors appear, correct or complete these sections and return to the Review section to determine if your application is ready for submission.

Clicking on any error will take you to the corresponding application page for correction.

Below is an example of the *Review & Submit* page with errors and missing responses.

Note: There are two types of errors:

- **Required Field or Error** (top section): these must be addressed before submitting your application.

- **Warning: Letter of Invitation** (lower section): This warning will not prevent you from submitting your application without the invitation letter.

  However, if the award you have selected requires an invitation, and it is not submitted by October 1, 2021, your application may not proceed in the review process.

Review & Submit

We have detected the following errors with your application.
These errors must be corrected before submission.

Section	Required Field or Error
Contact Information	Applicants must include the Zip+4 for their permanent address
Contact Information	Missing Contact Information
Award Details	Missing Award Details Information
Award Details	Please enter at least three (3) proposed Flex Segments
Essays & Uploads	Curriculum Vitae/Resume may not exceed six (6) pages
Essays & Uploads	Missing Bibliography
Essays & Uploads	Missing Course Syllabi
Essays & Uploads	Missing Essay Information
Essays & Uploads	Missing Project Statement
Additional Information	Missing Additional Information
Signature	Please complete prior to submission.

We have detected the following potential problems with your application:

Section	Warning
Essays & Uploads	You may submit your application without an invitation letter. However, if it is required by the award and not provided by the application deadline, your application may not proceed in the review process.

Once you have made any necessary corrections, return to the *Review* page. When all required errors have been corrected, you will be able to submit your application.

Before submitting, preview your application proof: Use this to review all responses entered in the application (double check) and all materials you uploaded. You will not be able to edit your application after submission.

Click *Submit Application.*

APPLICATION DEADLINE: September 15, 2021

Deadline for Recommendation Letters: September 15, 2021

Deadline for Invitation Letter(s): October 1, 2021

Submitted! Now What?

Once you submit your application, you will land on your *application status* page. This will confirm your application was submitted, and contains your application checklist, a link to your application proof, an overview of the application review process and timeline, and more.

You will also receive an email confirmation. Please save this email as it contains the link to your application and the review timeline.

Example *application status* page:

Thank you for submitting your Fulbright U.S. Scholar application!

You have submitted your application. In the next few minutes, you will receive an email confirming your submission. (Add Scholars@iie.org and FulbrightScholarReview@iie.org to your address book to prevent notifications from going to your junk/spam folder.)

If any materials are missing, please be sure to have them submitted by the stated deadline. The Competition Review Process and Timeline is described below.

Application Checklist

Status	Details	Date
✖. Awaiting	Recommendation from Language Evaluator, university Sent to recommender on 04/06/2021.	
✖. Awaiting	Recommendation from Recommender One, college In progress as of 02/23/2021.	
✔. Received	Recommendation from Recommender Two, college Submitted on 04/06/2021.	04/06/2021
▣. Received	CV/Resume	04/06/2021

To re-send notification emails to your recommenders, re-visit the recommendations page, click "Edit", and then click "Send Reminder".

To send a reminder to a recommender/evaluator, you can re-visit the recommendations page and manage your recommenders/evaluators.

To save a copy of your submitted application, on the *application status* page, click "Preview Application Proof". This will display a PDF version of your application that you can download or print for future reference.

Review Process and Notifications

Eligible, complete applications will undergo peer review. Following peer review, applicants will receive an email to view their application status on this *Status* page.

We recommend adding Scholars@iie.org and FulbrightScholarReview@iie.org to your address book to prevent emails from landing in your spam/junk folder.

The timeline for the review process is also on the *application status* page.

Questions?

Please contact the respective U.S. Program team: https://www.cies.org/contact-us.