Fulbright Visiting Scholar Program

Application for 2018-19 Scholar-in-Residence Award in the United States

STEP 1: Learn requirements for submitting an application

Before you begin the online application, you must contact the Fulbright organization in your country of application to confirm application deadlines, requirements and general eligibility, as these will vary from country to country. The Fulbright organization will supply you with information on accessing the online application.

Consult the U.S. Department of State’s Fulbright Web site for the appropriate office: http://eca.state.gov/fulbright/fulbright-programs/program-details-country.

STEP 2: Record user ID and password in a safe place

The e-mail address you use to register for the Fulbright Visiting Scholar application is your user ID. When you create your user account for the online application by completing the registration you also create your own password. Keep this information in a safe place. You may log in and out of the online application as frequently as needed. While you cannot change your registered e-mail for the application, if necessary, you can change your password by clicking on ‘Forgot My Password?’ at the application log-in page. Note: When registering, select information will populate on the Application Form, including name; you will have the opportunity to update as you complete the Application Form.

STEP 3: Complete the online application

You do not need to complete the application in one session. You can re-enter the application anytime and edit it. Please remember to save your work frequently. However, once you submit your application you can no longer make any changes to the application. If you find significant errors or omissions, immediately contact the Fulbright organization in your country of application so that your application can be released back to you for corrections.
THE FULBRIGHT PROGRAM
The flagship international educational exchange program sponsored by the U.S. government, widely known as the Fulbright Program, is designed to increase mutual understanding between the people of the United States and those of other countries. With this goal as a starting point, the Fulbright Program has provided more than 300,000 participants—chosen for their leadership potential—with the opportunity to observe each other’s political, economic and cultural institutions, exchange ideas and embark on joint ventures of importance to the general welfare of the world’s inhabitants.

The Fulbright Program was established in 1946 under legislation introduced by former Senator J. William Fulbright of Arkansas. The Fulbright Program is administered by the Bureau of Educational and Cultural Affairs of the United States Department of State.

Since the establishment of the Program, 46,800 Fulbright Visiting Scholars have conducted research or taught in U.S. universities, and more than 45,200 Fulbright U.S. Scholars have engaged in similar activities abroad. The Fulbright Program awards approximately 800 grants to Visiting Scholars each year. Currently, the Program operates in approximately 155 countries worldwide.

The primary source of funding for the Fulbright Program is an annual appropriation made by the United States Congress to the Department of State. Participating governments and host institutions in foreign countries and in the United States also contribute financially through cost-sharing and indirect support, such as salary supplements, tuition waivers and university housing.

The J. William Fulbright Foreign Scholarship Board (FFSB), composed of 12 educational and public leaders appointed by the President of the United States, formulates policy for the administration of the Program, establishes criteria for the selection of candidates and approves candidates nominated for awards.

The United States Department of State, Bureau of Educational and Cultural Affairs, develops policies to assure fulfillment of the purposes of the Program and administers it with the assistance of binational educational commissions and foundations in some 50 countries that have executive agreements with the United States for continuing exchange programs, United States embassies in 90 other countries and a number of cooperating agencies in the United States.

Binational commissions and foundations propose the annual program plan for exchanges, in consultation with participating universities and organizations in the host country. They also screen, interview, and recommend to the FFSB qualified candidates for student and faculty grants under their exchange programs. In a country without a commission or foundation, the Public Affairs Section of the U.S. Embassy develops the program and supervises it locally.

The Institute of International Education (IIE), under a cooperative agreement with the Department of State, administers the Fulbright Scholar Program for faculty and professionals. IIE has close working relationships with the major disciplinary bodies in the humanities, social sciences and natural sciences. During the terms of their grants in the United States, Fulbright lecturers and researchers are assisted by IIE.
The Fulbright Program and General Requirements

OVERVIEW OF THE FULBRIGHT VISITING SCHOLAR PROGRAM
The mission of the Fulbright Scholar Program is to increase mutual understanding between the people of the United States and people of other countries. It aims to provide educational exchange experiences to a maximum number of individuals not previously afforded such an opportunity. The experience should be of intrinsic value to the scholar, the recipient’s home institution, its faculty and its students, as well as to the U.S. host institution. Fulbright Scholars serve as cultural ambassadors and should be prepared to speak about their countries, cultures and research to academic and community groups.

The Program has provided thousands of scholars with the opportunity to establish professional contacts in their field and make long-lasting friendships with colleagues in the United States; to develop collaborative research relationships with U.S. scholars; and to enhance their scholarly publications and other contributions with research conducted in the United States. For many faculty, the Fulbright Program offers an opportunity to pursue scholarly work without interruption. By doing research, guest teaching, and pursuing other scholarly interests in a completely different environment, scholars return home personally invigorated and professionally stimulated.

SCHOLAR-IN-RESIDENCE PROGRAM
Through the Fulbright Scholar-in-Residence Program, U.S. colleges and universities collaborate with scholars from other countries to assist in internationalizing U.S. campuses, curriculum and communities. Fulbright S-I-Rs teach primarily on the undergraduate level in their areas of expertise and provide a cross-cultural or international perspective to promote curriculum and program development. Their activities typically contribute to enhancing the institution’s international/global studies programs, interdisciplinary course/program offerings and broaden international cooperation. In addition, Fulbright S-I-Rs are expected to engage in both on-campus and community activities throughout the program’s duration. S-I-R grants are for either one semester or an academic year.

A grant may be revoked, terminated, or suspended. Grounds for revocation or termination include, but are not limited to: (1) violation of any law of the United States or the home country; (2) any act likely to give offense to the United States; (3) failure to observe satisfactory academic or professional standards; (4) physical or mental incapacitation; (5) engaging in any unauthorized income-producing activity; (6) failure to comply with the grant’s terms and conditions; (7) material misrepresentation made by any grantee in the application form or grant document; (8) conduct which may have the effect of bringing the U.S. Department of State or the Fulbright Program into disrepute; and (9) violation of the policies of the J. William Fulbright Foreign Scholarship Board (FFSB).

A grant may be suspended if (1) the grantee ceases to carry out the project or academic program during the grant period or (2) the grantee leaves the United States for more than two weeks without authorization of the Fulbright Commission/U.S. Embassy or supervising agency.
ELIGIBILITY REQUIREMENTS FOR VISITING SCHOLAR APPLICANTS
You must possess all of the following qualifications in order to be eligible unless specific exemptions are stated by the Fulbright Commission or Foundation, or Public Affairs Section of the U.S. Embassy (hereafter called “Fulbright organization”) in the country from which you are applying.

- **Citizenship or permanent resident status qualifying you to hold a valid passport issued in the country from which the application is made.** Persons selected for a Fulbright grant will be required to submit a copy of their passport data page to the Fulbright organization. Persons applying for or holding permanent residence in the United States are not eligible. Persons who are citizens of both a partner country and the United States are also ineligible. Fulbright Scholars enter the United States on an Exchange Visitor (J-1) visa under a U.S. Department of State program and are subject to the two-year home-country residency requirement associated with the J-1 visa. NOTE: Scholars and their dependents who have held J visas with sponsorship of more than six months are not eligible to reenter as J-1 researchers or lecturers for 12 months following the program sponsorship end date. In addition, scholars who have previously held a J visa in the professor or research scholar category are not eligible for sponsorship again in those two categories for a period of 24 months following the program sponsorship end date.

- **Proficiency in English appropriate to the proposed teaching and/or research project to be carried out in the United States.** You may be required to take an English proficiency examination at the U.S. Embassy.

- **Sound physical and mental health.** Those selected for a Fulbright grant are required to submit a Medical History and Examination Report before their grants can be finalized.

In addition, you should note the following conditions affecting review and selection of candidates:

- Applicants will be considered without regard to race, religion, sex, age, and/or physical impairment.
- Preference is given to those without recent experience in the United States.
- Applicants should be representative and responsible citizens who can contribute to a full and fair picture of the culture of their own countries and thereby contribute to understanding between the people of the United States and their country. They should also demonstrate the cross-cultural sensitivity and flexibility needed to adjust successfully to life in the United States.

**Grants are not for the principal purpose of:**

- Attending conferences
- Completing doctoral dissertations
- Travel and consultation at multiple institutions, or
- Clinical medical research involving patient contact
APPLICATION AND REVIEW PROCESS
Although most grants available to foreign scholars are for research, you should consult with the Fulbright organization representatives to determine the kinds of grants available for your country.

- You must submit your application by the deadline set by the Fulbright organization in your country of application.
- Initial screening and endorsement of a scholar’s application are done by the Fulbright organization in your country of application.
- Fulbright organization in your country of application will forward these materials to the host U.S. institution for review. Once the host U.S. institution has reviewed and approved your application, home institution approval of a leave of absence must be provided in writing.
- Your application is then forwarded to IIE and the U.S. Department of State by the Fulbright organization in your country of application. Final selection for all grants is made by the J. William Fulbright Foreign Scholarship Board.
- You will be notified by the Fulbright organization in your country of application if you are selected, based on the timeline set by that organization. Before a grant can be confirmed, a Medical History and Examination Report is required and will be reviewed by appropriate personnel.
- It is the policy of the J. William Fulbright Foreign Scholarship Board not to give to individual applicants, to others inquiring on their behalf, or to the public generally, the specific reasons for selection or non-selection of applicants for awards under the program, to the extent not required to do so as a matter of law.
Preparing the Fulbright Scholar-in-Residence Application

FIRST STEPS

- **Planning ahead**—Advance planning will give you as much time as possible to put together a thoughtful and compelling application. Applicant review and final selection are based upon the actual application and accompanying materials. Your U.S. institutional affiliation will also be conducted based on the application and accompanying project statement.

- **Consulting with colleagues**—You are encouraged to consult with current or former Fulbright Scholars from your own country or the United States. Fulbright alumni and current participants can provide valuable guidance in formulating a competitive project statement.

GENERAL APPLICATION GUIDELINES

- At the time of application, you must submit the following: (a) application form; (b) detailed curriculum vitae; (c) two reference letters

- To ensure correct completion of the application, carefully read the detailed instructions provided in these guidelines.

- All items must be in English.

- The entire application must be submitted online. Use 10-point or larger font on all parts of the application.

- Responses to questions on application must adhere to established character limits.

- Proofread the entire application before submitting it. The application should be free of grammatical and spelling errors.
COMPLETING THE APPLICATION FORM

Please read the instructions carefully before completing each item.

Preliminary Questions

U.S. Permanent Residency or Citizenship
- If you have or are applying for U.S. permanent residency or are a U.S. citizen, you are ineligible for the Fulbright Visiting Scholar Program.

Home Country/Country Applying from
- Country from which you are applying for a Fulbright Scholar grant. Verify citizenship requirements with the Fulbright Commission or U.S. Embassy in your country of application.

Program
- Select Fulbright Scholar - in - Residence Program from the pull down menu

Category of Grant
- Select Lecture from the pull down menu

Program Information

Home Country/Country Applying from
- This will auto-populate from the selection you made during your application registration.

Program
- This will auto-populate from the selection you made during your application registration

Category of Grant
- This will auto-populate from the selection you made during your application registration. Please verify eligible categories with the Fulbright organization in your country of application.

Special award name (if any)
- Leave these box blank.

Title
- Select the most appropriate title from the drop-down menu.

Surname/Family Name, First/Given Name, Middle Name
- This will auto-populate based on information during registrations. Please review and ensure that your name appears exactly as it does on your passport. This spelling will be used on all documents related to your grant and immigration paperwork.

Gender
- Select your gender from the drop-down menu.

Country of Citizenship
- Select the country in which you hold primary citizenship from the drop-down menu. Verify citizenship requirements with the Fulbright Commission or U.S. Embassy in your country of application.
Country of Permanent Residence
• Select the country in which you permanently reside from the drop-down menu.

U.S. Permanent Residency
• This will auto-populate from the selection you made during your application registration and cannot be changed. Applicants who have U.S. permanent residency status or are seeking it are ineligible for the Fulbright Visiting Scholar Program.

Date of Birth (Month/Day/Year), City/Country of Birth
• Enter the birth month, day and year.
• Enter your city of birth in English.
• Select your country of birth from the drop-down menu.

Marital Status
• Select the appropriate value from the pull-down menu.

U.S. Social Security Number
• Enter your U.S. Social Security Number, if obtained during a previous stay in the United States.

EMPLOYMENT INFORMATION
Current Position and Start Date, Department, Institution
• Select your current position title from the drop-down menu. If you do not find your position title, please select Other from the drop-down menu and type your title in the text box in English.
• Enter the position start date (month and year)
• List the name of your institution, department or office, city, and province/state in English.
• If you are an independent scholar or currently unemployed please click the ‘independent scholar/unaffiliated’ box and enter your residential address.

ACADEMIC CREDENTIALS
Academic Credentials
• State the degree earned and its equivalency in English (Ph.D., Doctorate, Masters, etc.). Include only your highest terminal degree(s) here. You may include a maximum of three academic credentials.
• Enter the Institution name where you obtained the degree.
• Select country, discipline, name of diploma/degree, date received (month and year).

Significant Professional Accomplishments and Publications
• Professional accomplishments may include teaching and research awards, compositions and exhibitions, etc. Do not write “See curriculum vitae.” List accomplishments and publications as instructed below.
PROJECT DETAILS

Project Title
- Please write the name of the potential host institution, Scholar-in-Residence, and the academic year of the project.

Summary of Project Statement
- In a few sentences, provide a concise overview that easily allows non-specialists to appreciate how your skills and expertise align with the goals of the host institution and the program goals of the Scholar-in-Residence program.

Academic and Professional Information

Proposed Program Length and Dates
- Consult with the Fulbright organization in your country regarding grant-specific dates of this opportunity.

Academic Discipline and Primary Specialization
- Select the most appropriate field of study and specialization from the drop-down menu and Find Specialization feature.

Specialization(s)
- List subfields within the broad academic discipline in which you specialize (for example, environmental law, history of modern cinema, class and ethnicity in politics, women and social policies in African societies, Chinese religion and philosophy).

PROFESSIONAL INFORMATION

Professional Travel and/or Residence Abroad During the Last Five Years
- List the most relevant professional travel and/or residence abroad during the last five years. Be sure to include residence in the United States during the last five years. If you entered the United States on a J visa, please indicate the J-visa category (professor, research scholar, student, specialist, short-term scholar, etc.) and provide copies of your previous DS-2019, if available.
Professional Memberships
• List the four most relevant cultural, educational, and professional organizations to which you belong.

REFERENCES
Identification of Referees
• List the names and contact information of two persons from whom you have requested a letter of reference.
• See “Reference Reports” at the end of this document for more detailed information.
• References must be completed in English.

ENGLISH PROFICIENCY
Self-Assessment of English Proficiency
• Indicate whether you are a native speaker or your personal assessment of your level of competence in English.
• An English proficiency test may be conducted by the Fulbright organization representative if you are from a non-English-speaking country. The results of this test should be attached to the application by the Fulbright organization.

Host Institutions
Scholar-in-Residence Applicants may skip this step.

Contact Information
Home Mailing Address
• Enter your home mailing address, as required. Select the country from the drop-down menu.

Emergency Contact Information
• Enter contact information in the event of an emergency.
• Select the country from the drop-down menu.

Accompanying Dependents
• Please list all dependents (defined as spouse and unmarried children under the age of 21) who will accompany you on your grant. List names as they appear on their passports. Attach all accompanying dependents’ passports in the document upload section. If your dependent(s) have previously entered the United States on a J-1 or J-2 visa, please include a copy of the DS-2019, which indicates the J-visa category of sponsorship (professor, research, scholar, student, specialist, short-term scholar, etc.).
• If you intend to have dependents join you for part of your grant, but you are not yet certain whether they will accompany you, please list them on the application and keep the Fulbright organization informed of any changes. Those selected for a Fulbright grant will be required to submit copies of accompanying dependent’s passport data pages and information about any residence in the United States for the 12 months immediately preceding the grant start date to their local Fulbright organization in order to confirm eligibility and facilitate the issuance of forms required for visa application.
• Dependents who are U.S. citizens will not be issued J-2 visas and must travel on U.S. passports.
Please note: Visa eligibility alone does not guarantee that a visa will be issued. That decision is made by the Consular Affairs Section of the U.S. Embassy.

Alternate Funding

- Please list all non-Fulbright funding you expect to receive during your grant (sabbatical funding or other paid leave from your university, personal savings, etc.). Please list funding amounts in U.S. dollars and attach your supporting documentation/financial support statement in the document upload section.

Survey

- Please complete the brief survey regarding how you learned about the Fulbright Scholar Program, how long it took you before deciding to apply and major factors supporting your decision to apply.

Curriculum Vitae

The curriculum vitae describes academic credentials and demonstrates a record of scholarly achievements (document should not exceed six pages). When composing a curriculum vitae, it is important to include:

- Education (universities attended, degrees earned and dates received)
- Professional positions held
- Courses taught and other services provided to students and the home institution
- Publications (provide full citations and list them starting with the most recent)
- Other professional activities, such as workshops, seminars and consultations
- Membership and activities in professional associations
- Professional honors, awards and fellowships
- Community service

The application asks for similar information, but provides limited space for answers. In the curriculum vitae, you should expand upon these topics to present more completely your accomplishments.

Note: Copies of diplomas are not typically required, but you should confirm with the Fulbright organization in your home country whether they are required.
**Supplemental Materials**

*English Language Proficiency* does not need to be uploaded as part of the online application for Scholar-in-Residence applicants.

*Financial Support/Budget* does not need to be uploaded as part of the online application for Scholar-in-Residence applicants.