



The Binational Fulbright Commission in Egypt

AY 2020-2021

Foreign Language Teaching Assistant Program (FLTA) Guidelines for Application

Binational Fulbright Commission in Egypt
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Application: <https://apply.iie.org/FLTA2020>

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Website: www.fulbright-egypt.org

***Read all instructions carefully before completing the application.
Applicants may only submit one application to the Fulbright FLTA per application cycle.***

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General Information

The application is supported by all modern 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: Learn requirements for submitting an application

Before you begin an application, read the program’s eligibility criteria listed [here](#). If you need further assistance, please do not hesitate to contact us at flta@bfce.eun.eg.

Program Overview:

The Fulbright Commission invites applications for the Fulbright Foreign Language Teaching Assistant (FLTA) Program. The FLTA program provides early career teachers of English as a Foreign Language, or of related fields such as American Studies, or English/American Literature, the opportunity to refine their teaching skills, increase their English language proficiency and broaden their knowledge of the society and culture of the United States, while strengthening the instruction of foreign languages at colleges and universities in the United States. Applications from teachers in the fields of journalism and media studies will also be considered on a case-by-case basis. FLTAs from Egypt assist in the teaching of Arabic at select U.S. universities during their nine-month non-degree grant beginning in August/September 2019. The participants also interact with their host communities in conversation groups, extracurricular activities, and community outreach projects.

The FLTA Program promotes cross-cultural understanding in the U.S. and in the home countries of the FLTA fellows. U.S. universities benefit from the presence of a native speaker on their campuses. FLTA fellows provide teaching assistance by serving in various capacities, which may include teaching up to two Arabic classes at host institutions per semester, and typically facilitating cultural events, language clubs and language tables. FLTA fellows are required to enroll in at least two courses per semester, one of which must be in U.S. Studies.

The FLTA is a nine-month, non-degree program that is non-renewable. No dependents are allowed to accompany fellows on this program.

Tentative Program Dates:

From August/September 2020 to May/June 2021 (pending university affiliation).

Eligibility Criteria:

- Egyptian citizenship; holders of U.S. green cards and/or passports are ineligible to apply.
- Applicants must reside in Egypt starting from the application process and throughout the selection, placement and pre-departure processes.
- Early career teachers or those training to become teachers of English as a Foreign Language (TEFL) or English as a Second Language (ESL), or of American Studies, English/American literature, Linguistics, or Journalism and Media Studies, who have a maximum of 7 years' teaching experience.
- Bachelor's degree.
- Fluency in spoken and written English with a minimum Institutional TOEFL (Local ITP) score of 550, or its iBT 79-80, or IELTS 6.0 equivalent. A TOEFL score is valid for two years and exams are held at AMIDEAST or any of the ETS approved centers listed as follows:

Test Type	Test Center Name	Location of Test Center
TOEFL ITP	AMIDEAST	Cairo – Alexandria
	Tamkeen New Era	Mansoura
	The Scientific Center for Consultations and Development	Beni-Suef
	Skills Castle	Benha – Tanta
	American Center for Continuing Education	Assiut
	The American Language Center	Damietta
	El Manara International Academy	Minya
	Suez Language and Computer Center	Suez
	The American Canadian Center	Menoufia
TOEFL iBT	Please check available test centers at: https://www.ets.org/toefl/ibt/register	Various governorates across Egypt
Academic/General Training IELTS	British Council	Cairo – Alexandria
	IDP Center	Cairo – Alexandria

- The following persons and their immediate family members (i.e. spouses and children) are ineligible to apply during and for a period ending one year following the termination of such employment: employees of the U.S. Department of State; local employees of the U.S. missions abroad who work for the U.S. Department of State and/or the U.S. Agency for International Development (USAID); employees at organizations implementing exchange programs for the Bureau of Educational and Cultural Affairs at the Department of State; as well as Board Members or staff of a Fulbright Commission or their families (up to fourth kin).
- Applicants have to successfully complete all the steps of the assessment and selection process and successfully finalize all required procedures.

Preference will be given to applicants without significant recent experience in the U.S. and/or overseas.

FLTA Applicant Profile:

FLTA candidates should be energetic, outgoing, early career educators capable of succeeding in the dual role of teaching assistant and student. They must have a sincere interest in teaching Arabic and sharing their knowledge of Egyptian culture, customs and contemporary issues with U.S. students. They should have leadership skills and the ability to motivate students to learn, as well as the ability to engage with faculty and staff with maturity, dependability and professionalism. FLTAs should have a desire to meet people and become a part of the community by participating in community events and campus activities. They should be creative and self-reliant team players, who are able to maintain excellent relationships with faculty, staff and students. They must be open to living with their U.S. student peers in undergraduate or graduate level campus housing and should be flexible with placements at either smaller or rural colleges, as well as larger urban institutions. FLTA participants must return to their home countries upon completion of the nine-month program, with the desire to share their experiences with their students, colleagues, family and friends upon their return. Applicants who are seeking a post-graduate U.S. degree should not apply to the FLTA program.

Important: The FLTA Program seeks applicants that have developed a sense of personal integrity and are original thinkers. Copying someone else's writing, whether from the internet, from a book or friend is considered plagiarism. Any quoted words or sentences should include a citation. An applicant who is found to have plagiarized in any form (including unintentional or accidental plagiarism) in his or her application will be disqualified. Please refer to the online application for the Fulbright policy and video on plagiarism.

Grant Provisions:

All Fulbright FLTA participants receive a monthly stipend (fixed rates depending on location), accident and sickness coverage, and travel support. U.S. host institutions provide tuition waivers to support the required coursework.

Step 2: Record username and password in a safe place

Your email address is your username. When you create an account for this online application, record your password in a secure place. You can log in and out of the application as frequently as you like using your username and password. If necessary, you can reset your password by clicking the “Forgot Your Password” link 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 answer all questions completely and carefully. Review these additional tips:

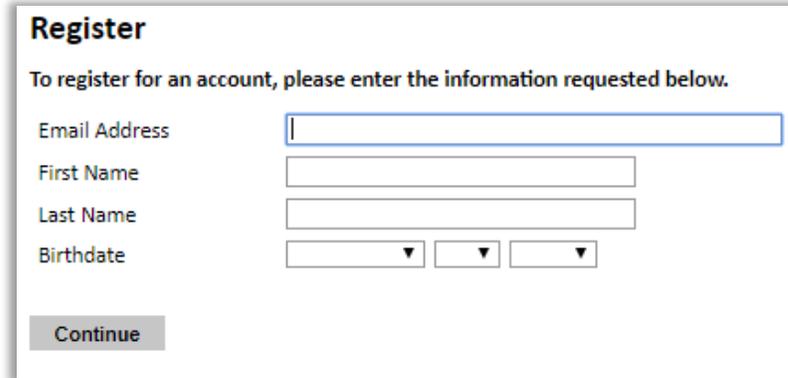
- Use upper and lower-case letters (e.g. John Smith). Avoid using all capital letters (e.g. JOHN SMITH). Do not use special characters, such as accent marks.
- You can copy and paste information into all text boxes.
- Limit your responses to the space provided in all text boxes.
- Prepare required documents and save them in PDF format. It is highly recommended that to preserve any formatting and special characters in your documents, you upload them in PDF format.
- Some questions are “required.” They are marked with an asterisk (*). You will not be able to submit your application until all required items are complete.
- Type out any essays in Word, and then copy and paste them into the application once they are ready.

Step 4: Submit the application

Once you have entered all required information, including recommenders, review your application for errors. You can either navigate back through pages by clicking on the menu bar to the left, or you can review the entire application by downloading the PDF on the “Review and Submit” page. If all information is correct, submit your application. Once you submit you CANNOT make changes to your application.

Creating Your Online Account

1. To start, click *Create an account*.
2. Enter your email address, first name, last name, and select your date of birth (Month-Date-Year) from the drop-down 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

Note: Use an email address that you will be able to access for at least two years after submitting your application. This is the email address you will use to log in to your application account. We recommend you do NOT use a work email address if you will not have access to it during your grant in the U.S.

3. Click Continue. You will receive an email from apply@ije.org confirming that you have started the application. The email will include a temporary PIN. Follow the instructions in the email to activate your account using the temporary PIN.
4. You will be prompted to enter your pin and then create a password to complete login.



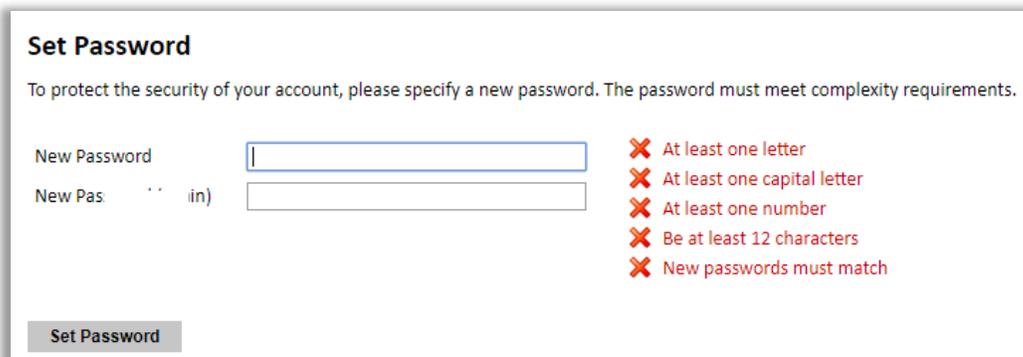
Login

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



Set Password

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

New Password

New Password (confirm)

- ✗ At least one letter
- ✗ At least one capital letter
- ✗ At least one number
- ✗ Be at least 12 characters
- ✗ New passwords must match

5. 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.

Managing Your Application

EDITING YOUR APPLICATION PRIOR TO SUBMISSION

1. You may log in at any time to review and edit your application form, upload documents, and enter recommender information.
2. Remember to save your application after completing each page by pressing the *Continue* button at the bottom of each page.

Note: The application will automatically log you out after 60 minutes of inactivity, so it is best to save your application frequently.

REVIEWING YOUR APPLICATION AFTER SUBMISSION

1. After you SUBMIT your application, you CANNOT make any changes.
2. 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.
3. You can manage your recommenders by clicking on the *Recommendations* section of the online application.

LETTERS OF RECOMMENDATION

1. Letters of recommendation will be submitted directly to Fulbright by the recommenders you registered via your application.
2. Letters of recommendation and language evaluations may be submitted before or after you submit the application.
3. If your recommender is unavailable, you will have the option to exclude the recommender and add an alternative after you submit the application.

Preliminary Questions

These questions address essential program eligibility. All questions are required.

[Home](#)
[Welcome](#)
Preliminary Questions

Preliminary Questions

* indicates the field is required.

Through which program country are you applying?*

If your country is not in the list above, the Fulbright FLTA Program is not currently active in your country. However, we encourage you to explore other available Fulbright or exchange opportunities that might be available in your country by finding the appropriate contact information for you country here: <https://foreign.fulbrightonline.org/about/applicants>

To which academic year are you applying?*

You must answer all questions above in order to proceed with the application.

Continue

1. Select the country through which you are applying for the Fulbright grant from the dropdown menu. **(Egypt)**
2. Select the **academic year of 2020-2021** from the dropdown menu.
3. U.S. Citizenship, Dual Citizenship with the U.S. or Permanent Residency: select 'yes' or 'no' to indicate your response.
 - a. As per the [program's eligibility criteria](#), applicants cannot be U.S. citizens or permanent residents of the U.S. to participate in the Fulbright Foreign Language Teaching Assistant Program.
4. Select 'yes', 'no', or 'unsure' to indicate if you are aware and meet all program eligibility requirements.
5. Click *Continue* to save your responses and advance to the next section.

Country Information

1. Review all information in this section!
2. Note any country-specific and award-specific instructions for completing the rest of the application, including:
 - a. Country website
 - b. Open application cycle
 - c. Additional required materials
3. Click *Continue* to proceed to the next section.

Data Privacy

1. Carefully review the Data Privacy information.
2. Click *Continue* to proceed to the next section.

Personal Information

Enter all required biographical information. Please review country-specific guidance (provided in the Country Information section of the application) to determine whether you must provide additional information.

1. Enter your name exactly as it appears on your passport. Only enter a preferred name if it is DIFFERENT than your legal name (e.g. Alex instead of Alexander).
2. If your name is recorded differently on any previous records, list it in the Name on Previous Records section (e.g. maiden name).
3. The birthdate that you used to create your account will automatically appear. If you entered this date incorrectly during your account creation, you may correct it now.
4. Enter your city of birth and select country of birth, sex (as it appears or will appear on your passport or travel document), preferred gender identity, and marital status from the dropdown menus provided. Enter number of dependents and select 'yes' or 'no' to indicate you understand the FLTA dependent policy.
5. Select your country of citizenship and country of residence from the dropdown menus provided.
6. If applicable, enter your national identification number and any additional countries in which you hold citizenship.
 - a. To select multiple countries, hold down the CTRL (PC) or Command (Mac) button when selecting options.
7. U.S. Citizenship, Dual Citizenship with the U.S. or Permanent Residency, Visa Diversity Lottery Application: select 'yes' or 'no' to indicate your response.
 1. Applicants cannot be U.S. citizens or permanent residents of the U.S. to participate in the Fulbright Foreign Language Teaching Assistant (FLTA) Program.
8. Click *Continue* to save your responses and advance to the next section.

Contact Information

Enter all required contact information. Please review country-specific guidance to determine whether you must provide additional information.

Addresses

1. Country: Select the country where you live from the dropdown list first when entering your permanent address (i.e. physical address where you live).
2. Street: Enter street name of where you live. (Mention the address written on your national ID)
3. City: Enter city name of where you live.
4. Region: Based on your country selection, the subsequent fields will change to match the address format of that country. Complete the remaining address fields. Do not use accents or special characters.
5. Postal Code: Enter the postal code of your area.
6. Is your current mailing address the same as your permanent address?
 - a. Select 'yes' or 'no' to indicate if your current mailing address (i.e. the address where you receive mail) is the same as the permanent address you entered above.
 - If you answer 'no,' then a second address section will appear where you may enter your current mailing address information
 - If you answer 'yes' to this question, proceed immediately to the next question.

Telephone Numbers

7. Enter your contact numbers as appropriate. Include the country code. If the field turns red, please review the numbers that you have entered to look for any errors.
8. To find the correct country code, click on the blue ['country code'](#) link.

Email Addresses

9. **Primary Email:** The email address used to create your account will appear in the primary email address field and will not be editable.
10. **Alternate/Secondary Email:** It can be used to contact you if Fulbright Program Officers cannot reach you via your primary email address.
Note: All system-generated emails will continue to go to your primary email address.

Emergency Contact Information

11. **Emergency Contact in Your Home Country (Required).** The individuals you list may be contacted in the event of an emergency while you are participating in grant activities, including any required travel for interviews in your home country.
 - a. Enter the first and last name of your emergency contact
 - b. Choose the country that corresponds to your emergency contacts' address from the dropdown menu first and the following fields will update to match the address format of the selected country.
 - c. Enter the city, postal code, phone number (preferably mobile phone number), and email information of your emergency contact as appropriate.
 - d. Write your emergency contact's relationship to you. (i.e. Spouse, Father, Relative...)
12. **Entering emergency contact information in the U.S. (Optional).**
13. Click *Continue* to save your responses and advance to the next section.

Academic & Professional Information

This section collects information about your academic and professional background.

Prepare and upload documents in **PDF format** as required (*). Note any page limits and **ensure your documents do not exceed page limits.**

Academic History

1. List all post-secondary educational institutions from which you have received a degree or academic credential. 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.
 - a. Click *Add Institution*.
 - b. Type in the name of the institution.
 - c. Select the country where the institution is located from the dropdown menu.
 - d. Enter the appropriate city and region/state.
 - e. Select the month and year of start and end dates (Month – Year format) that you attended this institution.
 - If a degree is in progress, list expected end date of academic program.
 - f. Choose the level of study (graduate or undergraduate) from the dropdown menu.
 - g. Select the U.S. equivalent of the degree or diploma earned (e.g., BA – bachelor's degree).
 - h. Select the date (Month-Year format) that you received your degree from this institution.
 - If a degree is in progress, list expected date of conferral in this field.
 - i. Enter the discipline in which this degree or diploma was earned (major).
2. Use the section below to upload scans of all available transcripts from the post-secondary institution you have attended.
 - a. Select *Choose File* and locate the desired file on your computer. Click *Open*.
 - b. You may upload transcripts as a multi-page documents or upload single page documents. PDF, JPEG, and TIFF image files are all accepted.
 - c. Click *Save*.

Add Institution

Institution

Country

City

State

Dates Attended to

Level of Study

Submit Transcript

Please upload a scanned copy or digital facsimile of your transcript from this institution. You may upload those pages now as a single- or multi-page PDF, or each page as a JPEG or TIFF image file. Your scanned document may be large and may take several minutes to upload depending upon the speed of your connection.

PDF or Scanned Pages No file chosen

3. To add additional entries for post-secondary educational institutions, click *Add Institution* and follow the bulleted instructions above.

Employment History

4. List your current professional affiliation or employer by clicking *Add Employer* under Organization Name.
 - a. Enter the name of the organization.
 - b. Select the country from the dropdown menu, and enter in the city, state/region, post code, and telephone number as applicable.
 - c. Select the start and end dates for the position you entered (Month-Year format). If you are currently employed in this role, choose “Present” for the end date.
 - d. Enter your starting position title and ending position title (e.g. Teacher, Administrator, etc.) or type of work (e.g. Social Work).
 - e. Enter your position description and primary reason for leaving, if applicable.
 - f. Click *Save*.

Add Employer

Organization Name

Country

City

State

Telephone

Dates of Employment to

Starting Position

Ending Position

Description

Reason for Leaving
(50 words maximum)

- To add additional entries for employment history, click *Add Employer* and follow the bulleted instructions above.

Exam Scores

This section collects information about standardized test scores that you have taken or will take in the future. Relevant standardized tests for the Foreign Language Teaching Assistant (FLTA) Program include TOEFL and IELTS. Standardized test scores are often required for admission to U.S. institutions.

- Select *Add Test*.
- Select the test type from the dropdown menu. If applicable, select the subtype.
- Select the test date from the dropdown menu (Month-Day-Year format).
 - If you have not yet taken the test, enter the date that you are registered for the test.
- Enter your test scores, if you have the results from the test.
- Click *Save*. Repeat these steps for all applicable standardized tests.
- Click *Continue* to save your responses and advance to the next section.

Add Test

Type

Test Date

Experience Abroad

6. List any travel, study or residency you have had abroad (in any country other than your own) for more than one month. This can include time overseas for education, research, business, vacation, etc.
 - a. Choose the number of experiences abroad you would like to enter using the dropdown menu. If you no experiences abroad to add, click *Continue*.
 - b. Choose the country in which you spent your professional travel and/or residence abroad from the dropdown menu provided.
 - c. Select the start and end dates (Month-Year format) of you travel/residency.
 - d. Enter the purpose of your travel abroad.
 - e. Click *Continue*.

Experience Abroad

How many experiences abroad would you like to enter?

1 ▼

Experience Abroad 1

Experience Abroad Country 1
▼

Experience Abroad Start Date 1
▼ ▼ ▼

Experience Abroad End Date 1
▼ ▼ ▼

Experience Abroad Description 1

7. If you have more than one trip abroad to enter, click select the appropriate number in the first question and follow the bulleted instructions until all entries have been saved.

FLTA Information

This section collects information specific to the Fulbright Foreign Language Teaching Assistant (FLTA) Program. Please review country-specific guidance to determine whether you must provide additional information.

Language Skills

This section collects information about your native language, English language skills, and any additional languages that are relevant to your application.

1. Select the language you are applying to teach/assist in the U.S. Rate your language proficiency in Reading, Writing, and Speaking in this language. Select Native, Advanced, Intermediate, Beginner or No Ability from the dropdown menus as appropriate.

2. Select your native language from the dropdown menu provided.
3. Rate your English language proficiency in Reading, Writing, and Speaking. Select Native, Advanced, Intermediate, Beginner or No Ability from the dropdown menus as appropriate.

Language Skills

What language are you applying to teach/assist in the U.S.? *

If you don't see your language listed above, this means there are no current FLTA Opportunities for your language. For more information, please visit <https://foreign.fulbrightonline.org/about/fulbright-flta>.

Proficiency in language chosen above *

Mother Tongue (Native) Language *

Please rate your overall level of English Proficiency. *

Preferences

4. Using the drop-down menu, select which option you are willing to do in your role as a language assistant on a U.S. university campus.
5. Indicate if there is a particular region in the U.S. that you would be most interested in.
6. Indicate if there is a college or university type which you would most prefer. If you believe you are adaptable, select N/A.
7. Indicate if there is a college or university type which you would refuse an offer assistantship. If you believe you are adaptable, select N/A.

Preferences

In your role as a language assistant on a U.S. university campus, you are willing to *

Is there a particular region in the U.S. that interests you?

Candidates for the FLTA program are matched with U.S. colleges and universities of all types (small/large, urban/rural, etc.). The best candidates for the program can be effective in and make the most of any environment.

Is there any college or university type which you would **most prefer**? If you believe you are adaptable, please respond N/A.

Is there any college or university type which you would **refuse** an offer assistantship? If you believe you are adaptable, please respond N/A.

Teaching Experience

- Input the total number of years and months of teaching experience you hold and/or have held in the past.

Teaching Experience

If you currently or previously held language teaching positions, please quantify your total amount of teaching experience.

Years

Months

Academic Interests

- Input your academic and non-academic interests into the appropriate text boxes.

Interests

ACADEMIC INTERESTS: The FLTA Program is a non-degree program which offers coursework for enrichment purposes. Select 2-3 areas of academic study that you feel would contribute to your development as a language professional. Please note: the subjects you indicate are not guaranteed should you be selected for the FLTA Program. Topics you select give you an opportunity to express your academic interests.

Academic Interest 1 *

Academic Interest 2 *

Academic Interest 3

NON-ACADEMIC INTERESTS: Please list any non-academic interests (e.g. sports, music, art, etc.). Include information about your experience in these areas. *

- Click *Continue*.

Plagiarism Agreement

This section explains the Fulbright Foreign Language Teaching Assistant (FLTA) Program policies regarding plagiarism. Plagiarism in any of your answers to these questions will result in your disqualification from participating in the FLTA program.

- Review the short video on plagiarism and appropriate citation in the FLTA program application.
- To indicate your understanding of the policy, select 'yes' or 'no' as appropriate.

Important: The FLTA Program seeks applicants that have developed a sense of personal integrity and are original thinkers. Copying someone else's writing, whether from the internet, from a book or friend is considered plagiarism. Any quoted words or sentences should include a citation. An applicant who is found to have plagiarized in any form (including unintentional or accidental plagiarism) in his or her application will be disqualified. Please refer to the online application for the Fulbright policy and video on plagiarism.

- Click *Continue*.

Essays and Objectives

This section collects information about your objectives and motivations for applying for the FLTA program. In addition, you will be required to answer questions regarding your teaching methodologies and techniques, and how you plan to share your culture in the U.S.

1. Select *Choose File* and locate the desired file on your computer. Click *Open*.
 - a. Uploaded objective statements are limited to a maximum of two pages. PDF, JPEG, and TIFF image files are all accepted.
 - b. Click *Upload*.

Objectives and Motivations

Write a clear and detailed description of your objectives and motivations. Please write a well-structured essay that addresses your background and qualifications for the program, past experiences that have been formative in your personal development, reasons for applying to the program, and how being an FLTA will assist you in achieving your long term career goals. Please do not insert your actual CV or resume in this section. *

Uploaded objective statements are limited to a maximum of two pages.

No file chosen

2. Using the space provided, input your responses to the essay questions in the large text boxes.
3. Click *Continue*.

Additional Information

Use this section to upload any required additional documentation. Please note that a complete online application consists of:

- Original official university certificate and transcripts in English (subjects and grades of all university years);
- Three letters of reference to be submitted online. Hard copy original letters of reference can be submitted at the Fulbright office **by the deadline of July 22, 2019**.
- Original valid Institutional (Local-ITP) TOEFL score with a minimum of 550 from AMIDEAST or an approved ETS testing center (see table of approved testing centers on page 4), an Internet-based TOEFL (IBT) score of 79-80, or an overall IELTS score of 6.0.
- Detailed C.V. with clear contact information.
- Passport copy. If not available, please upload a copy of your National ID Card.

Note: Supplemental documents such as certificates and reference letters should be in **English** or with certified translation. All supplemental documents are to be scanned and directly uploaded to the application on-line system excepting hard copies of reference letters which are required to be submitted in person to the office.

Curriculum Vitae/Resume

1. Upload your curriculum vitae/resumé in PDF format. This is a required document.
 - a. Click *Choose File*.
 - b. Locate and select the file that you previously saved to your computer.
 - c. Click *Open*.
 - d. Click *Upload* to complete the file upload.

Resume

Please include a copy of your resume or curriculum vitae *

No file chosen

Passport

2. Upload a copy of your passport or travel document. This is a required document.
 - a. Click *Choose File*.
 - b. Locate and select the file that you previously saved to your computer.
 - c. Click *Open*.
 - d. Click *Upload* to complete the file upload.

Personal Statement, Degrees, Certificates, or other Supplemental Materials

3. If applicable, upload a copy of your personal statement, degrees, certificates, or other supplemental materials using the instructions above.

Memberships, Grants, and Awards

4. Using the space provided, list scholarships, fellowships, academic honors or prizes which you have received.
5. If you are pursuing any other scholarship, fellowship, or employment that would supersede your participation in the FLTA program, you are required to explain. Use the space provided to indicate your response.

Outreach Survey

6. Complete the Outreach Survey.
7. Click *Continue* to save your responses and advance to the next section.

Authorization of Release of Information

8. Select 'yes' or 'no' to indicate your authorization of release of the information you have provided in this application.

Reference Materials Waiver

9. Select 'yes' or 'no' to indicate whether you waive your right to review the information contained in the evaluations submitted by recommenders on your behalf.
10. Click *Continue* to save your responses and advance to the next section.

Recommender Registration

Use this section to register your recommenders. You are required to submit 3 recommendation letters. Recommendation letters can be submitted through one of the following submission methods.

A. Online Registration (Applicants are encouraged to use this method)

Once you register your recommenders, they will receive an automatic email with instructions on completing the online recommendation form. You can track the status of recommendations, send reminders, and add/delete recommenders through this system before **and** after submission of your application.

1. Click *Add Recommender*.
2. Complete all fields in the pop-up form pictured below.

Add Recommender

Prefix

First Name

Last Name

Organization

Position/Title

Relationship

Telephone

Email

Note: Use your recommender's institutional or corporate email address. Submissions from anonymous email addresses (Gmail, Hotmail, Yahoo) may be subject to additional review.

Personal message to recommender

3. Click *Send to Recommender* to generate automatic email to recommender.
4. Click *Continue* to save your responses and advance to the next section.

Edit Recommender

Prefix

First Name

Last Name

Institution

Position/Title

Relationship

Telephone

Email

Personal message to recommender

Status **Sent to recommender on 12/20 at 11:18 AM**

5. Once sent, you will have the option to Edit Recommender information if they have not yet started progress on their response and Save, Send Reminders, and Exclude if you wish to remove the recommender and replace with another individual.

B. Hard Copies (Must be submitted in required form)

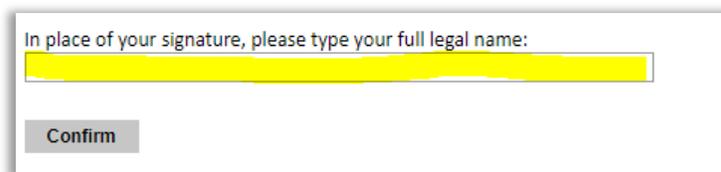
Although online registration is highly encouraged, recommendation letters can be submitted as hard copies using the below guidelines.

NOTE: Applicants are no longer able to upload recommendation letters as attachments to their online applications on behalf of their referees.

- a. Download the soft copy of the recommendation letter form [here](#).
- b. Ask your recommender to fill the two-pages form.
 - The letter can be typed or clearly handwritten.
 - It is preferred that recommenders fill the second page on the letter head of their affiliated institutions.
- c. Ask your recommender to sign the letter.
 - Signature must include the recommender’s title, affiliation and contact information. It is highly important to include this information in the recommendation letter form.
- d. Applicants must submit hard copies of the recommendation letters in **sealed envelopes** to 21 Amer St., Al Messaha, Dokki, 12311, Giza, Egypt **in person** before the program’s deadline.
 - The name of the applicant and the program (Fulbright Foreign Language Teaching Assistant Program) must be clearly labeled on the envelope.

Signature

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



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

Confirm

Click *Confirm* to continue to the next page.

Review

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

- 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.

REVIEW ALL RESPONSES. CLICK SUBMIT.

Tentative Dates and Time Frame for Review and Selection:

July 22, 2019	Deadline for submission of applications
August 2019	Preliminary review of applications
September 2019	Interviews
November 2019	Announcement of nominated applicants
March – May 2020	Final selection/placements

The Fulbright Commission in Egypt will conduct the initial screening and nomination of applications. Applications of nominated candidates only will be forwarded to the U.S. for further review. Nominations and selections are based on the criteria included in the “FLTA Applicant Profile” section above. Final selection of Fulbright FLTA fellows is dependent on the ability to match the requests of U.S. host institutions with the language skills of the nominated candidates.

Important Information:

A) Standardized Tests:

If selected, FLTAs will be required to take an International Test of English as a Foreign Language (TOEFL iBT). More details regarding the TOEFL iBT will be sent after selection.

B) Duration of Grants: The Fulbright FLTA grant is awarded for one academic year usually beginning in August and ending in May. The FLTA Program is a NON-DEGREE program. Candidates are required to arrive on the reporting date indicated when notified of an award and will be required to return to their home country when their FLTA Program is completed. There are NO EXCEPTIONS. Candidates wishing to pursue an advanced degree in the U.S. should NOT apply to the Fulbright FLTA Program or should be aware that they MUST return to their home countries and apply for a new visa category before they can return to the United States. Candidates cannot be accompanied by dependents during their assistantships and must be able to travel to the U.S. without an escort.