

Application: https://apply.iie.org/fusc2026

Application Deadline: Monday, September 15, 2025, 5:00 PM Eastern (-4:00 UTC) This includes Recommendation Letters and External Language Evaluations.

Invitation Letter Deadline: September 25, 2025, 5:00 PM Eastern (-4:00 UTC)

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 2026-2027 competition.

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General Information About the Application

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

Step 1: Review the requirements for applying:

- <u>Eligibility</u>
- 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.

If you have applied previously, see these instructions.

Step 3: Complete the application.

You do not need to complete this application in one sitting or session. 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, read all instructions and answer all questions completely and carefully.

Additional tips:

- 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 responses into all text boxes.
- Do: Prepare required documents and save them in PDF format. This helps preserve any formatting and special characters in your uploaded documents.
- Do: Answer all questions. Questions that are required are marked with an asterisk (*).
- **Do Not**: <u>Have the application in more than one tab/window in your browser</u>. Having it open in multiple tabs/windows can prevent your application from saving correctly.
- Do Not: Use special characters in text boxes, such as letters with accent marks.

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. <u>You will not be able to submit your application until all required items are complete</u>.

When all information is correct and complete, submit your application.

Once you submit, you CANNOT make changes to your application.



Accessing the Application

- Application link: <u>https://apply.iie.org/fusc2026</u>
 Note: You may only apply to one award per application cycle (e.g., 2026-2027 competition).
- If you started an application and/or applied in 2019 or later (for 2020-21, 2021-22, 2022-23, 2023-24, 2024-25, and/or 2025-26), then you already have an application account.
 - Do NOT create a new account. You just need to login and create a new application.
 - Jump ahead to <u>Returning Users</u> (next page) and follow the instructions there.

New Users: Creating Your Application Account

Follow these steps if you have **not** started an application, or if you applied in 2018 or earlier.

• Start with this link: <u>https://apply.iie.org/fusc2026</u>

Application Management	
Returning users:	First-time users:
Log in to continue an application.	<u>Create an account</u> to start a new application.

- First-time users: click Create an account and follow the next steps to register.
 - Enter your email address, first name, last name, and your date of birth (Month-Day-Year) from the dropdown menus.

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.

- Your name must be entered exactly the way it appears (or will appear) on your government-issued ID (e.g., license, passport.

Register	
To register for an account,	please enter the information requested below.
Email Address	
First Name	
Last Name	
Birthdate	✓ ✓ ✓
Continue	

- Click Continue.
- You will receive an email from IIE (<u>apply@iie.org</u>) with the subject, "Application Registration", confirming you have created an account. The email will include a link to



the application and a temporary PIN.

- Open the link provided in the email: click "Access Account". Then, enter the temporary PIN from the email.

Login	
A temporary PIN h	as 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	

- Next, create your secure password to complete your login. Make a note of your password for future reference.

Set Password		
To protect the security of yo	our account, please specify a new password. The pa	ssword must meet complexity requirements.
New Password [New Password (again)		At least one letter At least one capital letter At least one number Be at least 12 characters New passwords must match
Set Password		

Returning Users (including reapplicants)

Begin here if you started an application and/or if you applied for an award in 2019 or later and are now applying for the 2026-2027 competition.

- Use this link: <u>https://apply.iie.org/fusc2026</u>
 - Please DO NOT create (another) application account to start a new application. This will actually make things more confusing: we have found it can be challenging to distinguish between accounts.

(If that does not work, try <u>https://apply.iie.org/fulbrightusscholar</u>)

• Click Log in to continue an application and proceed to log in.



• Forgot your password? Click Forgot Your Password? and then enter your email address



and birthdate and click *Reset Password*. You will receive an email from IIE (apply@iie.org) with the subject, "*Password Reset*". Then, follow the instructions in the email to create a new password.

• If your password expired, you will be prompted to enter your email address and birthdate. You will receive an email from IIE (apply@iie.org) with the subject, "*Password Reset*". Then, follow the instructions in the email, including entering your PIN and birthdate. You will likely need to create a new password.

Notes:

- If your email address has changed, email <u>Scholars@iie.org</u> and we can change your email address in the application system for you. (Please do not create another account.)
- If you have multiple email addresses and are not sure which one you used for your previous application, email <u>Scholars@iie.org</u> and we can check for you. (You can also try logging in, the system should let you know if that email address is not recognized, meaning you do not have an application account associated with that address.)
- Please DO NOT create a new application account with your new/other address.
 - Why not just create a new account? First, to minimize confusion trying to differentiate between accounts. Second, by using the same account for your application, some of the fields from your prior application can be filled in automatically in your new application just be sure to check them over in case any details have changed.
- If you applied for the 2019-20 competition (in 2018) or earlier, you need to create a new application account using the <u>New User</u> instructions above.

Creating Your Application

Now that you have your application account, you can start your application!

- Use the application link to log in (<u>https://apply.iie.org/fusc2026</u>)
- Then, click Start New Application

Application Management			
Your Applications			
Туре	Status	Started	Submitted
You have not yet started an application using this account.			
Start New	Application		

- A pop-up with *Fulbright U.S. Scholar Program 2026-2027* should appear, click *Create Application*. (The image on the next page shows someone with prior applications; if you have not applied previously, you will only see the 2026-2027 application.)
- Returning Users: If a message appears that there are no applications available, re-open the link <u>https://apply.iie.org/fusc2026</u>; the option to create your application for 2026-2027 should be available.



Application Management		
Your Applications	Start New Application >	:
Туре		Submitted
You have started 2 applications using this account.		
Fulbright U.S. Scholar Program 2025-2026	Fulbright U.S. Scholar Program 2026-2027	05/01/2024
Fulbright U.S. Scholar Program 2024-2025		
	Create Application Cancel	

• Your application has been created! Click Open Application.

Application Management	Application	Details	×	
Your Applications	Started	03/10/2025	- 1	
Туре	Status	In Progress		Submitted
You have started 3 applications using this acco		Application		
Fulbright U.S. Scholar Program 2026-2027		Fulbright U.S. Scholar Program 2026-2027		
Fulbright U.S. Scholar Program 2025-2026				05/01/2024
Fulbright U.S. Scholar Program 2024-2025				
	Open App	ication Cancel		

- Now you can open your application and begin filling out the form.
- You do not need to complete your application in one sitting the next page outlines how to return to your application.
- You will also receive an email confirming you started your application, from Fulbright U.S. Scholar Program (<u>scholars@iie.org</u>) with the subject: "Fulbright U.S. Scholar Program Application Started (2026-2027)".

Note: Save this email! This has the link to your application, the deadlines, and links with resources to help you prepare your application. (Feel free to bookmark the application page.)



Completing and Managing Your Application

HOW TO RETURN TO YOUR APPLICATION

- Open the <u>application</u>. Now, you are a "*Returning User*". Make sure you have your application open in only one tab (do not have it open in multiple tabs or windows in the same browser).
- 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. (You may receive an email with a new PIN; follow the instructions in the email to set a new password.)
- Once you are logged in, you will see the *Home* page; the top of the page will show *Application Management*
- Click *Fulbright U.S. Scholar Program 2026-2027* to open your application: to update it (if not yet submitted); view it (if submitted); or view the status (if submitted).

Your Applications			
Туре	Status	Started	Submitted
You have started 3 applications using this account.			
Fulbright U.S. Scholar Program 2026-2027	In Progress	03/10/2025	
Fulbright U.S. Scholar Program 2025-2026	Submitted	02/06/2024	05/01/2024
Fulbright U.S. Scholar Program 2024-2025	In Progress	01/23/2024	

HOW TO EDIT 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.
- When you are done working on it, close your browser window/tab 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).

HOW TO VIEW YOUR APPLICATION – AFTER SUBMISSION

• After submitting, you can view and save a PDF of your application; on the application status page, click *Preview Application PDF* to open and save a copy of your application.

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

Exceptions: You can check the status of your recommendations (and foreign language evaluations, if applicable) and manage your recommenders (see next page).



LETTERS OF RECOMMENDATION AND FOREIGN LANGUAGE EVALUATIONS

Recommendation Letter and Evaluation Deadline:

September 15, 2025, 5:00 PM Eastern (-4:00 UTC)

- Letters of recommendation (and foreign language evaluations, if applicable) are submitted directly to your application by the recommenders/evaluators you register in the application.
- You can 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 and cover the questions most frequently asked by applicants.

Read the instructions in the application carefully.

Should you have any questions, contact <u>Scholars@iie.org</u>.

Reminder: Do not open the application in multiple tabs or windows in the same browser.



Navigating the Application

These instructions are organized by page in the application, and they follow the order of the application. All application pages are outlined in this document.

Note: Initially, you will only see three pages in your application: *Home, Welcome*, and *Program Eligibility*.

Once you complete these pages, the *Program Type and Country and Award Selection* pages will appear.

Then, the rest of the application will be accessible. You may find a later section is not available until a preceding section is completed and we have noted these in the instructions.

Application Page: Home (Application Management)

The *Home* page is where you open your application. It is labeled **Application Management**. (If applicable, your prior application(s) will also appear here.)

• Click Fulbright U.S. Scholar Program 2026-2027 and then click Open Application

Application Management			
Your Applications			
Туре	Status	Started	Submitted
You have started 3 applications using this account.			
Fulbright U.S. Scholar Program 2026-2027	In Progress	03/10/2025	
Fulbright U.S. Scholar Program 2025-2026	Submitted	02/06/2024	05/01/2024
Fulbright U.S. Scholar Program 2024-2025	In Progress	01/23/2024	
St	tart New Application		

Application Page: Welcome

The *Welcome* page contains information about the program and application, deadlines, and instructions.

FULBRIGHT		Fulbright U.S. Scholar Program
Home	Welcome	
Welcome <u>Program Eligibility</u>	guidelines established by the	e's Bureau of Educational and Cultural Affairs (ECA) administers the Program under policy e Fulbright Foreign Scholarship Board (FFSB) in close coordination with binational commissions ries, U.S. embassies in more than 100 other countries and cooperating agencies in the United <u>t</u>).

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



Application Page: Program Eligibility

Complete these questions regarding essential program eligibility criteria. (See Eligibility)

All questions must be answered to proceed.

• U.S. Citizenship

Note: Applicants must be U.S. citizens by the application deadline for the Fulbright U.S. Scholar Program.

- If you are not a U.S. citizen, including if you are a Green Card holder/permanent resident, you are not eligible to apply to the U.S. Scholar Program. Instead, see the <u>Fulbright Visiting Scholar Program</u>.

Citizenship
Applicants must be citizens of the United States of America at the time of application.
Are you a U.S. Citizen? * Yes ✔
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 <u>award description</u> for more information.

• Residence Abroad

Note: Candidates who have resided abroad for five or more years in the six-year period preceding the application deadline are ineligible.

Per program policy, a period of nine months or more during a calendar year is considered to constitute a full year abroad. Duty abroad in the Armed Forces of the United States is not considered experience abroad for this question.

Residence Abroad

Have you resided or traveled abroad for five 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. Duty abroad in the Armed Forces of the United States is not considered experience abroad for this question.

 No

• 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 the 2026-2027 program, this means your grant must have ended by September 15, 2023.

For Flex grants, the two-year period begins at the end of the final grant in the series.



	iolar Grants
	it Scholar grant are eligible to apply for another Fulbright Scholar grant two years after the date of ous grant. (For Flex grants, the two-year period begins at the end of the final grant in the series.)
This two-year waiting p	eriod is not applicable to the Fulbright Specialist Program nor the Fulbright Student Program.
Have you completed or	r undertaken a Fulbright Scholar grant within the past two years? *
ata Privacy	
-	t & Safeguarding Guidelines
IIE Privacy Statemen	t & Safeguarding Guidelines y. We encourage you to read our Privacy Statement, located on the Privacy page on IIE's website.
IIE values your privac	y. We encourage you to read our Privacy Statement, located on the Privacy page on IIE's website. t outlines how IIE handles your data and includes the types of data we process, why we process it

IIE is committed to oppose and combat all forms of human trafficking, exploitation, sexual abuse, child neglect and child abuse in our programs. We encourage you to read IIE's Safeguarding Guidelines located on IIE's website.

<u>Please see the IIE Privacy Statement for more details.</u> <u>Please click here to review IIE's Safeguarding Guidelines.</u>

I have read IIE's Privacy Statement and give consent for IIE to process my data, and I have read the IIE Safeguarding Guidelines.

~

Save and Continue



Application Page: Program Type

Select the program to which you are applying. If needed, you can return to this page to change the program type. (You cannot change this after you submit your application.)

<u>Home</u> Welcome	Program Type
<u>Program Eligibility</u>	Program
Program Type	To which program are you applying? *
Country and Award	 Fulbright U.S. Scholar Program Fulbright International Education Administrator (IEA) Awards
	Save and Continue

• Next, you will be asked if you are applying to an <u>award</u> that allows you to undertake your grant activities in multiple countries.

Program Type			
Program			
To which program are you applying?* Fulbright U.S. Scholar Program Fulbright International Education Administrator (IEA) Awards 			
Are you applying to an <u>award</u> that allows for grant activities in multiple countries? *			
These awards include:			
 Africa Regional Research Program ASEAN Research Program Fulbright Australia, United Kingdom, U.S. (AUKUS) Award Fulbright Global Scholar Award Fulbright Iceland-National Science Foundation Nordic Award in Arctic Security Fulbright-Carlos Rico Award for North American Studies Fulbright-Schuman European Union Affairs Program Fulbright-Schuman Innovation Award Greece-Iceland Joint Award for Arts and Design Middle East and North Africa Regional Research Program Morocco-Spain Joint Teaching/Research Award South Pacific Islands Award Spain-Greece Joint Teaching/Research Award Ukraine Beyond Borders (All Disciplines) 			
Save and Continue			

- <u>No</u>: The <u>award</u> is for a single country (e.g., Italy <u>or</u> Senegal)
- <u>Yes</u>: The <u>award</u> is among the <u>multi-country awards</u> listed.
 - Several multi-country awards allow you to go to one, two, or three countries, such as the Africa Regional Research Program. For these awards, you should still choose "yes" even if you only propose one country for your project.



Application Page: Country & Award

The *Country & Award Selection* page will appear next. (You may see warnings in red text to select the country and award, these should disappear once you select the country and award.)

If you are applying to a single country award:

- Select your host country. The Award Selection list will then show the award(s) offered.
- Select your award. Key details about the award will be shown, including a link to the award description for reference.
 - Is your award not listed? Some multi-country awards allow you to go to just one or up to three countries. <u>Check here</u> to see if the award is a multi-country award. (If it is, go back to the *Program Type* page, change your answer to "yes", then return here.)

Program Selection			
Selected Program: Fulbright U.S. Scholar Program Multicountry Award: No			
Country Selection			
Selected Country: *		~	
Award Selection			
Selected Award: *	~		

If you are applying to a multi-country award:

• Select your award.

Program Sel	ection
Selected Progr Multicountry A	am: Fulbright U.S. Scholar Program Ward: Yes
Award Selec	tion
Selected Award: *	×

• Then, use the dropdown lists to select the host countries (or country) for your project.

Country Selection - Multi-Country Award			
Select the country or countries you propose to visit for your Fulbright project. Consult the award description to confirm the country is eligible and the number of countries is appropriate.			
Selected Country 1: *			
Selected Country 2: *			



Changing Awards

You <u>can</u> change awards while your application is in progress. You cannot change awards <u>after</u> you submit your application.

Reminder: Applicants may only apply for one award in the 2026-2027 competition.

Note: Pay attention to the award parameters (activity, start date, award length, etc.) and award requirements. Depending on how much of your application was completed before changing awards, you may need to update some responses and materials to match the new award.

Example: your original award was for Research, starting in September for 9 months, but the new award is for Teaching/Research, still starting in September, but for 4 months.

This means you need to return to the application pages that may be impacted by this change in award, as you may need to update your responses and/or uploaded materials.

Pages likely impacted: Award Details, Language Skills, Essays & Uploads.

Same country, different award

- Return to this Country & Award Selection page.
- Select the new award from the dropdown list.
- New country: De-select the award so the field is blank, then select the new country, then select the new award from the dropdown list.

Different country

- Return to this Country & Award Selection page.
- De-select the award so the award field is blank.
- Select the new country from the dropdown list.
- Select the new award from the dropdown list.

Single-country award to a multi-country award (or the reverse)

- Return to this Country & Award Selection page.
- De-select the award so the award field is blank.
- De-select the country so the country field is blank.
- Go to the *Program Type* page to change your response to the multi-country award question.
- Continue to the Country & Award Selection page and select the new country and award.



Application Page: Award Details

Now, the full* application appears, starting with the Award Details.

*Note: While you can jump between pages, some sections will only appear once the award activity and project discipline are selected.

Enter information about your proposed project. Carefully review the <u>award</u> for any additional guidance or requirements.

Home	Award Details
<u>Welcome</u> <u>Program Eligibility</u>	Award Activity
Program Type Country & Award Selection	Select your proposed award activity. You must select the activity even if there is only one option. Not all activities are available for all awards. The activities are described briefly below; consult the <u>Award Activities</u> page and the <u>award</u> <u>description</u> for more information.
Award Details <u>Recommendations &</u> <u>Language Evaluators</u> <u>Language Skills</u> <u>Uploads and Essays</u> <u>Academic and</u> <u>Professional</u> <u>Information</u> <u>Personal Information</u> <u>Signature</u>	 The Professional Project activity is an opportunity for applicants to pursue projects that would enhance their professional development and the field at large. Note: For projects involving classroom teaching, select Teaching; for projects answering a research question and/or resulting in research outcomes, select Research. Research includes activities involving scientific research, qualitative research, quantitative research, and practice-based research, including artistic research. The Seminar activity type provides U.S. international education professionals and senior higher education officials the opportunity to learn about the host country's education system and establish networks through an intensive two-week grant (International Education Administrators (IEA) awards). Teaching includes classroom teaching, as well as giving guest lectures, workshops, and seminars, and engaging in other related activities. Classroom teaching and research as described above. If teaching/research is an option and you select it, you will be prompted to enter the percent of time you propose to spend on each activity. Consult the <u>award description</u> to determine if the award specifies the percentages; if so, select the corresponding percentages. Regardless, ensure your proposed project reflects this plan.
Review & Submit	Type of Activity * (please select)
	 Professional Project Teaching Teaching/Research

• Award Activity

You must select your award activity, even if there is only one option.

- If you select *Teaching/Research*, you will be prompted to enter the percentage of time you propose to spend on each activity. Consult the <u>award description</u> to determine if the award specifies the percentages. If it specifies the percentages (or approximate teaching load), select the corresponding percentages. If it does not specify this, then select the percentages appropriate for your project. Regardless, ensure your proposed project reflects this plan.
- Proposed Award Period
 - Select your proposed award start date (month and year).
 - Select your proposed award length.
 - If the award offers Flex, indicate if your proposed project requires Flex, or not. If yes, indicate the number of segments (2 or 3 segments).

Note: If you propose Flex, then your award length will be the total time (duration) of all segments and does not include time between segments.



• Proposed Host Institution

- Consult the <u>award description</u> for host institution requirements, if any.
- To enter your host institution, begin typing its <u>full</u> name in the text box (not an abbreviation).
- As you type, a list of institutions will appear with their city and country. You can also search by city (e.g., Johannesburg, Bishkek).
- Click on the auto-suggest option to select it.
 - If the list is long, you may see "Continued" at the bottom; click it to open a pop-up window with a longer list of results. When you locate the institution, clicking its name should close the window and the name should appear in the text box.
 - If the institution is not listed: check the spelling, and check for variations (e.g., Saint Rose, St. Rose, St Rose).
 - > If there are multiple institutions with the same or similar names, check the city and country listed before selecting the institution (e.g., University of the Arts).
 - If it still is not found, then continue typing the <u>full name</u> of the institution/organization in the text box.

Notes:

- If an institution is named in the award title, enter that institution's name (e.g., the *Fulbright-Universitatea Babes-Bolyai, Cluj-Napoca a*ward).
- If you locate the university or organization in the list but the name has changed, type the current name of the institution here.
- If you have selected a multi-country award and/or you are proposing multiple host institutions, list the first proposed host in the *Proposed Institution* box and list the other(s) in the *Additional Comments* box.
- If the award requires you to rank your institutional preferences, list your first preference in the *Proposed Institution* box and any additional institution(s) in *Additional Comments*.

Proposed Award Calendar

This section will only appear if:

The award offers Flex and you indicated "yes" to Flex in the Proposed Award Period section above,

AND/OR

> The award is a multi-country award.

(In all other situations, this section should not appear.)

Enter your proposed travel schedule by adding a segment for each visit. For each visit, you will enter the proposed start date, length (in months), host institution, country, and any additional comments.

- Consult the <u>award description</u> for trip parameters.



• Project Discipline

All complete and eligible applications will undergo <u>discipline peer review</u>. In the preliminary screening process, applications are reviewed individually and holistically to ensure they meet program and award requirements; this includes consideration of the discipline, specialization, and the "other specializations" response. This information is also used in part to inform the peer review committee assignment, in which committees are equipped to evaluate a range of fields.

- Select the *discipline* and *specialization* in which your proposed project most closely falls from the dropdown menus.
 - Check this <u>indexed</u>, <u>searchable list</u> containing all the disciplines and specializations available in the application.

Note: This searchable list is separate from the list of disciplines in the awards. The application system does not automatically match the discipline you select here to the discipline(s) in the award.

- Other Specializations: Enter additional details regarding the discipline(s) and specialization(s) for your project.
- <u>If your project is multi-disciplinary or interdisciplinary</u>, or if your discipline or specialization does not appear in the list:
 - > Select the discipline and specialization that most closely reflects your project.
 - Use the Other Specializations text box to identify and describe the discipline(s) and specialization(s) relevant to your project.
- <u>If your project is in the arts, creative writing, or journalism</u> and/or it will result in the production or performance of creative works (including architecture, film, media, music, and theater), a portfolio is submitted to aid in the evaluation of your application (regardless of award activity). To access the portfolio section, you must choose one of the disciplines that requires the portfolio (consult the <u>Portfolio</u> instructions for this list). Then, once you select your project discipline (and specialization), the section for portfolio should appear further below.
 - > Select the discipline and specialization that most closely reflects your project.
 - For Creative Writing, you must select *Discipline*: Literature and either *Specialization*: Creative Writing or *Specialization*: Poetry. Alternatively, select *Discipline*: Writing (the only specialization here is Writing). For Creative Writing, these are the only combinations that will show the portfolio section.
 - For film directing and production (including documentary and TV), select Discipline: Film/Cinema Studies.
 - For Art Education, select *Discipline*: Education and *Specialization*: Art Education.
 - If your project is in one of these disciplines but will focus on translation, history, or the broader study of the subject (such as ethnomusicology, film studies), select the appropriate discipline; the portfolio section has an opt-out for these instances.



Note: The Fulbright Program shall not authorize activity for which a license to practice medicine or nursing is required. Applicants may propose affiliation with a hospital or clinic for independent or collaborative research and/or teaching. Please note that scholars will need to abide by visa regulations put in place by the host country.

Portfolio

In the *Project Discipline* section, if you selected one of the disciplines listed below for your project, you will indicate here whether you will upload portfolio materials to your application. While a portfolio is not required, applicants are strongly encouraged to upload relevant materials to aid in the evaluation of their application, regardless of award activity. <u>More information</u> on the portfolio requirements.

If your project is in one of these disciplines but this section does not appear, return to the *Project Discipline* section to review what was selected.

- > Architecture
- Arts
- Creative Writing*
- Culinary Arts
- > Dance

- > Design
- > Drama/Theater Arts
- ➤ Fashion
- > Fine Arts
- > Journalism
- > Film/Cinema Studies (including film directing and production, and screenwriting)
- > Music (including composition, conducting, and performance)
- *Writing (including creative writing and poetry, fiction and non-fiction, playwriting, and screenwriting)
- <u>If 'Yes'</u>: You will be directed to upload your materials on a new page, which will appear after you *Save and Continue*, and will be located after the *Essays & Uploads* page.
 - Materials must be uploaded to your application. <u>Providing link(s) to a website</u> with your materials is **not** accepted.
- <u>If 'No'</u>: Provide a brief explanation addressing why materials will not be uploaded. <u>Providing link(s) to a website is **not** an accepted alternative</u>.

• Project Title and Abstract

- Title: 100-character limit (includes spaces and punctuation).
- Abstract: 700-character limit (includes spaces and punctuation). This is your project summary. Do <u>not</u> use hard breaks/returns ("Enter" or "Return" key) for paragraph breaks. This can result in text being cut-off in the fixed-space PDF version of the application, even if it is below the character limit.

• Ethical Requirements

- This information is for your reference.



Application Page: Recommendations and Language Evaluators

Register your recommenders, and foreign language evaluator(s) (if needed). This will send them an automated email requesting they provide their letter or evaluation.

Deadline: September 15, 2025, 5:00 PM Eastern (-4:00 UTC)

Recommendation letters and Foreign Language Evaluations will not be accepted after this deadline.

- You are responsible for contacting your recommenders/evaluator about your request for letters/evaluations prior to registering them, sending them reminders (if needed), and for ensuring their letters/evaluations are submitted by the deadline.
- You must register your recommenders (and evaluator(s), if needed) before you submit your application.
- Letters of recommendation (and foreign language evaluations, if needed) must 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.
- <u>You may submit your application before your letters of recommendation and language</u> <u>evaluations have been submitted</u>. You can monitor their receipt after submitting your application.
- Recommendations and Foreign Language Evaluations are confidential. Applicants do not have access to the content of them. Applicants cannot upload recommendation letters on behalf of their recommenders, nor can they complete their own foreign language evaluations.

Information on who can and who cannot serve as a Recommender and Language Evaluator is available here.

- Anyone who provides a recommendation letter or language evaluation for your application cannot also provide an Invitation Letter.
- The recommendation letter should not also serve as an Invitation Letter; these should be separate documents from separate individuals.
- Anyone who provides a recommendation for your application cannot also provide a foreign language evaluation for your application. Anyone who serves as a language evaluator for your application cannot also provide a recommendation letter for your application.

Recommendations

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

Foreign Language Evaluator(s)

Proficiency in language(s) other than English is necessary for some, but not all awards. The <u>award description</u> indicates to what extent <u>foreign language proficiency</u> may be needed. *This is for languages other than English*.



- The evaluation should be completed by an appropriate foreign language evaluator: this person should be an instructor in the language or otherwise qualified to evaluate language proficiency.
- If needed, register your foreign language proficiency evaluator(s). One or two evaluations may be completed (one per language).. If multiple languages are to be evaluated, each language should have a separate evaluator.
- Do <u>not</u> use these to add additional letters of recommendation.

Register your recommenders/evaluators

- Click Add Recommender/Evaluator and complete the pop-up form.
- Be sure to register the individual for the correct type (Recommender or Language Evaluator).
- Click Send to Recommender.
- This will automatically send them an email with a unique link to their evaluation form.

Fields you cannot edit after registering your recommender/evaluator:

- *Email address*: To update their email address, you must remove them and re-add them.
- **Letter Type** (recommender/language evaluator): If they were registered under the incorrect letter type, you need to remove them and re-add them under the correct type.
- **Note:** If they have already started their response, you may not be able to edit any information.

Send reminder or remove a recommender/evaluator

- **Send Reminder**: Click on the recommender/evaluator; on the pop-up, click Send Reminder to send them a reminder to submit.
- **Remove = Exclude**: Use this to remove the recommender and replace with another individual (or to update their email address). Click on the recommender/evaluator; on the pop-up, click Exclude. Then, follow the steps above to add the recommender/evaluator. Note: The individual will not actually be removed; their name will be grayed out and marked "*Excluded from consideration*".

Monitor the status of receipt

- Once they submit their letter/evaluation, the status of their letter will change to *Submitted* in your application.
- You will also receive an email confirming their submission (from <u>scholars@iie.org</u>).

Here is what the status 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	<u>Edit</u>
One, Recommender	In progress as of February 23	<u>Edit</u>
Two, Recommender	Submitted on April 6	Edit



For Recommenders/Foreign Language Evaluators

- Instructions you can share with your <u>recommenders</u> and <u>evaluators</u>.
- Recommenders/Evaluators receive an email from the Fulbright U.S. Scholar Program (<u>scholars@iie.org</u>) inviting them to complete a letter/evaluation.
- Once they submit their letter/evaluation, they will see a confirmation screen in the application system
- Recommenders/Evaluators also receive an email confirming submission.

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

Application Page: Language Skills

On the *Language Skills* page, you provide information about your language proficiency, related to your proposed project.

Proficiency in language(s) other than English is necessary for some, but not all awards. The <u>award description</u> indicates to the foreign language proficiency requirement.

This is for languages other than English.

There are two parts to the language proficiency evaluation: a <u>self-evaluation</u> and an <u>external</u> <u>foreign language evaluation</u>.

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



Self-Evaluation

- Select the number of languages (other than English) relevant to the proposed award activity.
 - You may select and complete the self-evaluation for up to three languages.
 - You must select a number. For awards indicating *English is sufficient*, you have the option to select "0".
- If you selected 1, 2, or 3 languages: for each language, indicate your level of competency for each skill.

Language 1	
Language	Spanish 🗸
Reading	Intermediate 🗸
Writing	Intermediate 🗸
Speaking	Advanced 🗸
Language 2	
Language	Tajik 🗸
Reading	No Ability 🗸
Writing	No Ability 🗸
Speaking	Novice V

- Next enter your responses to the questions in the text boxes. These are the question(s) presented in the application:
 - Language Proficiency for Proposed Project: Indicate if language proficiency is necessary for your proposed project to be feasible. If you do not currently have the necessary language proficiency, indicate what you plan to do to ensure the feasibility of the project. Indicate if you have additional language study in progress or planned. (700 characters including spaces and punctuation) **Note:** This question is required, even if you selected "0" languages.
 - *Previous experience in use of language*: Indicate how you learned the language(s), such as formal study, self-study, mother tongue, spoken at home, studied/lived in country, etc.; if you formally studies the language(s), how much time you spent in formal study and the level (e.g., number of semesters or years); if you have spent time studying or living in a place where the language(s) are spoken; the recent opportunities you have had for reading and speaking the language(s), including lecturing; if you have ever taken a language proficiency test in the language(s); if so describe the nature of the test(s), including when it was administered. (700 characters including spaces and punctuation) **Note:** This question appears if you selected 1 or more languages.

Note: If you have selected more than one language, address both in each text box. Example:



Spanish: Kanuri:

684 characters remaining

External Foreign Language Evaluation

- Register your evaluator(s) on the Recommendations and Language Evaluators page.
- Instructions you can share with your language evaluator(s) are available <u>here</u>.

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

Application Page: Uploads and Essays

Upload your documents and enter your essay responses. Review the <u>award</u> carefully for any additional guidance or requirements.

Requirements for all uploads and short essays are explained <u>online</u>.

• Project Statement

Required for all applicants.

• Curriculum Vitae/Resumé

Required for all applicants.

Reference List

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

- If this upload does not appear, check the *Award Details* page to make sure the award activity is selected.
- Syllabi/Course Outlines

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

- If this upload does not appear, check the *Award Details* page to make sure the award activity is selected.
- Essays

Provide responses to the <u>short essay questions</u> in the text boxes provided. You are strongly encouraged to draft and save your response outside of the application in case of any technical issues. This also lets you monitor character limits.

- Country Selection, Career Trajectory, Cultural Preparation: Required for all applicants.
- Teaching Preparation: Required if you selected activity: *Teaching* or *Teaching/Research* on the *Award Details* page. Not accepted for: Research or Professional Project.

Character limits include punctuation, spaces, and paragraph breaks. Please do not



use hard breaks/returns ("Enter" or "Return" key) for paragraph breaks. This can result in text being cut-off in the fixed-space PDF version of the application, even if the essay is below the character limit. Be sure to preview your application before submitting to confirm your responses appear as expected.

(To monitor character count: In recent versions of Microsoft Word, select the text for your essay, then go to the *Review* tab, click on *Word Count*; it is "*Characters (with spaces)*".)

• Invitation Letter(s)

Deadline: September 25, 2025, 5:00 PM Eastern (-4:00 UTC)

If your invitation is expected to arrive after September 15th, submit your application without the letter by the September 15th deadline. Be sure to upload your letter via the application status page by the deadline. (See <u>Submitted</u>)

- Ensure your invitation letter(s) follow these requirements.
- Consult the <u>award description</u> for requirements and any special instructions.
- You can upload up to three invitations to your application as separate files. (Alternatively, you can merge your invitations into a single file to be uploaded.)
- **If your award requires an invitation:** If your invitation(s) are not submitted by the September 25th deadline, your application will become ineligible and will not proceed in the review and selection process.
- **If your award does not require an invitation:** As an invitation is not required, your application will proceed in the review process as-is.
- **If your award indicates an invitation should not be sought:** There will not be a place to upload an invitation.

How to upload your documents

• For each document, click *Choose File*, locate and select the appropriate file, then click *Open*. The file will be uploaded automatically.

Project Statement *

Please upload a project statement from three (3) to five (5) pages in length. Be sure to preview your document. To check if this was uploaded successfully, you will need to proceed to the next page and then return to this page.
Choose File No file chosen

• To see if your file(s) were uploaded successfully, continue to the next page, then return to the *Uploads & Essays* page to check the file(s) you uploaded (e.g., Project Statement). The file name will appear there with the page count (e.g., 6 page(s)).

The following files have been uploaded:

O6/25/2024 - App Test - Project Statement 5pg.pdf - 5 page(s) <u>Preview</u> <u>Delete</u>

Note: If any files exceed the stated page limit, a warning will <u>only</u> appear on the **Review page (at the end of the application).** You will not be able to submit your application until a shorter document is uploaded.



- Click *Preview* to preview your document. If needed, click *Delete* and follow the steps above to upload your document.
- Note: Invitation Letter: To upload more than one invitation, upload the first, then continue to the next page and then return to the *Uploads & Essays* page to upload the second; repeat if necessary.

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

Application Page: Portfolio

On the Award Details page, you selected your project discipline and specialization.

If you selected one of <u>these disciplines</u> and you indicated you would upload portfolio materials, the *Portfolio* page will appear in your application. These materials aid in the evaluation of your application, regardless of award activity.

If your project is in one of these disciplines below, but this page does not appear, return to the *Award Details* page to check which *Discipline* and *Specialization* were selected, and update if needed. This page will not appear for other disciplines, nor if you indicated you would not upload materials.

Upload your files on this page. Files must be uploaded directly to the application.

Do not include hyperlinks or direct reviewers to your website or other external websites.

Content considered in the application review must be contained within the application. Reviewers are asked not to view the site(s), and the site and materials could be changed or removed during the review process.

More information on file requirements.

While multiple file types may be uploaded, do not exceed the posted limits (up to 10 images, up to 30 minutes of audio and video files (total), and up to 15 pages of writing samples). Do not submit additional media or materials beyond what is required.

Failure to follow these guidelines may adversely affect your application.

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

Application Page: Academic & Professional Information

Enter information about your academic and professional background, including your current employment, academic history, accomplishments, and previous Fulbright grant(s), if applicable.

Current Institution/Employer

- Title
 - Select the title closest to your current academic or professional title.
 - If there is no appropriate option after reviewing the list, select "Other" from the dropdown and enter your title in the text box that appears.
 - > If you have more than one role, enter the details for your primary role and ensure



your curriculum vitae/resumé presents your roles clearly.

• Current Position Start Date

Current Institution/Employer

- To enter your current institution/employer, begin typing its <u>full</u> name in the text box (not an abbreviation, e.g., UCLA).
- As you type, a list of institutions will appear with their city and state (if in the U.S.) or city and country. You can also search by city (i.e., Urbana, Johannesburg).
- **Note:** Click on the auto-suggest option to select it.
- Most colleges and universities are in this list.
 - If the list is long, you may see "Continued" at the bottom; click it to open a pop-up window with a longer list of results. When you locate the institution, clicking its name should close the window and the name should appear in the text box.
 - If your institution is not listed: <u>check the spelling</u>, and check for variations (e.g., Saint Rose, St. Rose, St Rose; SUNY at Albany; University of Illinois Urbana-Champaign).
 - > If there are multiple institutions with the same or similar names, check the location listed before selecting the institution (e.g., Trinity).
 - If it still is not found, then continue typing the <u>full name</u> of the institution in the text box.
- If you are an independent scholar, artist, musician, or you are self-employed, enter "No Affiliation" here. Do not enter your name here.
- If you have more than one employer, enter the details for your primary employer. Your curriculum vitae/resumé should present your employment history clearly.
- School and Department (if applicable)
 - <u>Spell out abbreviations</u>. Examples: Type "School of Engineering and Applied Sciences" instead of "SEAS", "Department of Art History" instead of "Art History".

• Current Institution/Employer Address

- This is your professional address and is required even if you entered "No Affiliation" in the prior section.
- Select your current role type from the dropdown list.
 - If a breakdown of responsibilities is requested, select a number (0-100) for each (Research, Teaching, Service). A percentage must be selected for each activity.
- Career profile: Review the <u>award</u> for any additional qualifications.

Academic History

- Review the <u>award</u> for any additional qualifications regarding degree requirements.
- Enter all degrees/academic credentials, including those in progress.
- Click Add Academic History and complete the pop-up form.



• See <u>above</u> for guidance on searching for your institution(s).

Institution	
moutution	

Diploma or Degree Equivalent

Date Degree Received

Add New Academic Background

- All address fields are required (Country, Street, City, State, Postal Code). They do not populate automatically based on the institution name.
- Level of Study has three options: undergraduate, graduate, post-graduate.

Academic History

- Actual Name of Degree or Diploma is the name of the degree, e.g., Master of Arts. <u>Do not</u> <u>enter your name here</u>.
- If your degree 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 completed an educational program) and estimated date of graduation/completion (if applicable).
- Click Save.

Previous Fulbright Grants

- Type your institution name. If the institution is not listed in the results, type the full name of the institution in this field. Institution * Institution Location (all address fields are required) * Country United States × Street City State Select State ~ Postal Code Level of Study * × Name of Diploma or Degree Equivalent * Actual Name of Degree or Diploma Discipline * Date Degree Received * ~ ~ Degree is not expected to be awarded If a degree is in progress, list expected date of conferral for Date Degree Received.
- If you have previously completed or undertaken a Fulbright grant, indicate the type of Fulbright.
 - Fulbright Scholar includes Fulbright U.S. Scholar (including Fulbright Distinguished Scholars and Chairs), International Education Administrator (IEA) Award, Fulbright Arctic Program, Fulbright Amazonia, German Studies Seminar, NEXUS, Fulbright Visiting Scholar, Scholar-in-Residence, and New Century Scholars. (Directory)

Note: Recipients of a <u>Fulbright Scholar</u> grant are eligible to apply for another Fulbright Scholar grant *two years after the date of completion of the previous grant*. For the 2026-2027 program, this means your grant must have ended by September 15, 2023. For Flex grants, the two-year period begins at the end of the final grant in the series.

> Other types of Fulbright grants include Fulbright Student (Study/Research),

×



<u>Fulbright English Teaching Assistantship</u> (ETA), Fulbright Specialist, Fulbright Teacher Exchange, Fulbright-Hays, <u>Fulbright Foreign Student</u>, <u>Fulbright Foreign Language</u> <u>Teaching Assistant</u> (FLTA). The two-year waiting period does <u>not</u> apply to recipients of these grants.

• For each prior grant, click Add Previous Fulbright Grants and complete the pop-up form.

List the type, year and country of any previous Fulbright grants awarded starting with the most recent. *			
Award Type Grant Year Award Country			
Add Previous Fulbright Gra	ants		

Grant year corresponds to the academic year in which you began the Fulbright grant (e.g., if your grant started in September 2018 or January 2019, the grant year is 2018-2019).

FUSC 2025-26 - Previous	Fulbright Grants	×
Award Type *		~
Grant Year *		~
	ountry grant, indicate each host country; to select more than one country, hole utton while clicking the respective countries.	d the
Host Country or	Afghanistan	
Countries *	Albania	
	Algeria	

- For any prior **Fulbright Scholar** grant, justification for another award is required:
 - Select your reason(s) for applying for an additional <u>Fulbright Scholar</u> grant.

Justification for an additional Fulbright Scholar Grant
Applicants who have previously completed or undertaken Fulbright Scholar* grant(s) are asked to provide compelling justification for an additional Fulbright Scholar grant.
*This includes: Fulbright U.S. Scholar (including Fulbright Distinguished Scholars and Chairs), International Education Administrator (IEA) Award, Fulbright Arctic Program, Fulbright Amazonia, German Studies Seminar, NEXUS, Fulbright Visiting Scholar, Scholar-in-Residence, and New Century Scholars.
Select your reasons for applying for an additional Fulbright: *
I expect the outcomes of the proposed project will be similar to or greater than my prior award.
It is necessary for me to be in the host country and/or work with the host institution for the proposed award.
My prior Fulbright has better prepared me to be flexible, adaptable, and culturally sensitive.
My prior Fulbright Scholar grant has better prepared me professionally.
The project I am proposing will have different outcomes from my previous Fulbright.
The project proposed is a continuation of my prior project.
The project proposed is highly relevant and important to the host country/institution.
🗌 The project proposed is on an understudied topic and the additional Fulbright award would be a benefit to this important
topic.
The proposed project is in a different location than my previous Fulbright.

 Describe the accomplishments and contributions resulting from your previous <u>Fulbright Scholar</u> grant(s), and how the proposed project will build on your previous Fulbright experience(s) in the text box. (1,200 characters including spaces and punctuation)



Employment Eligibility

Employees and their immediate families (i.e. spouses and dependent children) of the U.S. Department of State, the U.S. Agency for International Development, and of public or private organizations under contract to the U.S. Department of State and the U.S. Agency for International Development are ineligible to apply for a Fulbright grant until one year after termination of such employment.

- Indicate whether you meet this criterion: In the one year prior to the application deadline, have you or an immediate family member (spouse or dependent children) been any of the following:
 - An employee of the U.S. Department of State or the U.S. Agency for International Development (paid or unpaid, including part-time or temporary employees, consultants, externs, fellows and contract employees; does not include interns);
 - An employee of private and public agencies (excluding educational institutions) under contract to the U.S. Department of State to perform administrative or screening services on behalf of the Bureau of Educational and Cultural Affairs' exchange programs;
 - An officer of an organization, in the U.S. or abroad, including members of boards of trustees or similar governing bodies, or individuals otherwise associated with the organization, wherein the organization and the individuals are responsible for nominating or selecting individuals for participation in any U.S. Department of State exchange program;
 - A current board member or staff of the Institute of International Education or the Council for International Exchange of Scholars;
 - A board member or staff of a Fulbright Commission;
 - A member of the Fulbright Foreign Scholarship Board.
 - An Alumni Ambassador for the Fulbright U.S. Scholar Program.
- If yes, indicate the country and program to which you are applying, a description of the nature of the employment, association, and/or service by you and/or a member of your immediate family, and include the name and location of the agency, dates of employment, and name and description of the position(s) held.

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

Application Page: Personal Information

Enter your personal information.

<u>Of note</u>:

- Name
 - Enter your name exactly as it appears on your government-issued ID (passport, license, etc.).
 - Preferred first/given name: Also known as a nickname, enter a preferred name <u>only</u> if



it is DIFFERENT than your legal first name (e.g.: you go by Alex instead of Alexander; Kumar instead of Ravikumar; your middle name; or another name entirely).

• Biographical information

- Enter your biographical information.

• Dependents

- If you expect dependent(s) to accompany you on the grant, add them in this section.
- If you have applied previously and dependents are shown here, you can update their information as needed.

Note: For the purposes of grant benefits, a dependent is either (1) a spouse or (2) a relative (child, grandchild, parent, or sibling) who is financially dependent on the applicant. Accompanying dependents are those who spend at least 80 percent of the grant period with the grantee abroad.

Citizenship

- U.S. Citizenship is required for all applicants, at the time of application.

Note: Some <u>awards</u> have additional requirements regarding dual citizenship with the host country and/or residence in the host country.

Felony/Misdemeanor/Misconduct Information

Applicants are required to disclose if they have ever been arrested for, indicted for, or charged with a felony or a misdemeanor (excluding minor traffic violations, juvenile convictions, or cases where the record has been sealed or expunged) or accused of misconduct (including but not limited to unethical practices, harassment, sexual harassment or abuse, or other misconduct that may have been the focus of some kind of inquiry or process). Applicants must promptly notify IIE in writing if they are arrested for, indicted for, charged with or convicted of a felony or misdemeanor (excluding minor traffic violations) after submitting the application. FFSB policies can be found here (Chapter 600/Section 626 Ineligibility Factors.)

Submitted documentation will not be revealed to those reviewing your application during the Peer Review process or as a part of the host country selection process. However, statements and documents may be forwarded the Fulbright Foreign Scholarship Board for review and determination of eligibility.

For any questions about this process, please contact <u>FulbrightScholarReview@iie.org</u>.

Note: If you are arrested for, indicted for, charged with, or convicted of a felony or misdemeanor (excluding minor traffic violations), or accused of misconduct after the submission of this application, you must promptly inform IIE in writing (<u>FulbrightScholarReview@iie.org</u>).

- Have you ever been convicted of a felony or misdemeanor (excluding minor traffic violations, juvenile convictions, or cases where the record has been sealed or expunged)?
- Have you ever been arrested for, indicted for, or charged with a felony or misdemeanor and the criminal matter is still pending resolution?



- Have you been subject to any disciplinary action, or entered into a settlement, in connection with any professional misconduct, including but not limited to unethical practices, conduct, or behavior; harassment; sexual harassment or abuse; or are you currently under investigation for any such misconduct?
- Have you been asked to resign from a professional or academic appointment, or have you resigned in lieu of disciplinary action, in connection with any misconduct, including but not limited to unethical practices, conduct, or behavior; harassment; sexual harassment or abuse?

If you answer yes to any of the following, you must provide documentation:

- Please upload a personal statement providing a description of the felony or misdemeanor or misconduct, including the date, the complete, factual details of the incident(s) and the circumstances surrounding the incident(s), and the outcome (including any sentence, punishment, or sanction). Your personal statement may also include comments on the impact of the incident(s) on you and/or your career.
- In addition, please provide documentation which validates the outcome provided in the statement, including documentation showing the successful completion of any sentence or sanction. This documentation should include copies of disciplinary records, and all police or court documents indicating the charges, verdict and sentence. You may also include a letter from the attorney who represents you providing the same information.

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

Application Page: Contact Information

Enter your contact information.

Note: Some <u>awards</u> have additional requirements regarding residency in the host country.

- Enter your **permanent** and **mailing** addresses. Both are required; they do not have to be the same.
 - This is **not** your office address.
 - Permanent: This is your permanent home residence address.
 - Current mailing address: This is the address where you receive mail; this address will prompt you to enter dates of validity.

Address Type	Location	Street	ZIP Code	US ZIP+4 Code	Dates
Add New					

- Click *Add New*; a dialog box will appear for you to complete: Select the address type and country. Based on the country selected, the subsequent fields will change to match the address format of that country. Complete the remaining address fields and save. If prompted to fix the address or skip validation, proceed as appropriate.
- Enter your **telephone numbers**:



- If you have a U.S. number and the number you entered turned red, re-enter it with a "1" at the beginning.
- If you reside outside the U.S. and have an international phone number, include the country code.
- The **email address** used to create your account will appear in the primary email address field. This field is not editable in the application form.
 - <u>Provide a different Alternate/Secondary Email address</u> 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 (including application review outcomes) will only be sent to your primary email address. If your email address changes after you submit your application, contact us at <u>FulbrightScholarReview@iie.org</u> to update your 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: 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.

By signi	ing my name in the box below:
1. 2. 3. 4. 5.	 I have read and understood all instructions accompanying this application, including the section on Eligibility on the Fulbright U.S. Scholar website. I certify that to the best of my knowledge, the information provided in my application is true, correct, and complete All material is my own work. I understand it is unacceptable to misrepresent accomplishments, to borrow from the works of others without proper acknowledgment, or to submit as one's own material what has been written, rewritten or heavily edited by others. Breaches of these protocols may result in rejection of the application. I understand that any misrepresentation or omission may be cause for withdrawing a recommended status or grant award, in the event I am awarded a grant. I understand that this application and supporting materials will be shared with those who are responsible for administering the Fulbright program or involved in the application and selection process, including persons involved in the peer review process and staff at the U.S. Department of State, Fulbright Commission and U.S. embassy in the country(s) to which I am applying. I understand that additional documentation may be requested and, if I am selected for a grant, the terms of my grar could be altered based on those materials. I understand that all Fulbright program grants are subject to the Policies of the <u>Fulbright Foreign Scholarship Board</u>.

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



Application Page: Review – and Submit!

The system reviews your application responses. The Review page will indicate if any application pages contain incomplete questions or if required attachments are missing.

The system does not review the content of the responses or uploaded documents.

Review and proofread your application and supporting materials before submitting.

- If no errors appear, then your application is ready for submission.
- If any errors appear, click the section to go to the corresponding page to make corrections, then return to the *Review* page to determine if your application is ready for submission.

Below is an example of the Review & Submit page with a variety of errors.

Note: There are two types of errors:

- **Required Field or Error** (top section): these must be addressed before submitting your application. These typically refer you to the page with the error but may not identify the specific question(s) needing your attention.
- Warning: Invitation Letter (lower section):

This warning will not prevent you from submitting your application without the invitation letter.

<u>However</u>, if the award you have selected requires an invitation, and the invitation is not uploaded to your application by the September 25, 2025 deadline, your application will become ineligible and will not proceed in the review and selection process.

Wel	w & Submit			
inc.				
	Section	Required Field or Error		
	Uploads and Essays	Curriculum Vitae/Resume may not exceed six (6) pages		
	Uploads and Essays	Project Statements must be between three (3) and five (5) pages		
	Academic and Professional Information	Missing Academic & Professional Information		
	Academic and Professional Information	Missing Employer Address		
	Contact Information	We need a permanent address type and a mailing/current address type with +4 zip codes. Select autosuggested prompt or input manually.		
We have detected the following potential problems with your application:				
	Section	Warning		
	<u>Uploads and Essays</u>	Missing Invitation Letter. You may submit your application without an invitation. However, if it is required by the award and not provided by September 25, 2025 (5pm Eastern), your application may not proceed in the review process.		



Once you have made any necessary corrections, return to the *Review* page. The review will be conducted again. 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 your application and your uploaded materials. You will not be able to edit your application after submission.

Preview Application Proof

<u>Click Here To Preview Application Proof</u> While we recommend that you review your application before submitting it online, please note that the proof is for your records only. You must still submit your application online. Do not send this proof by mail as your application.

Click Submit Application.

APPLICATION DEADLINE: September 15, 2025, 5:00 PM Eastern (-4:00 UTC)

This includes Recommendation Letters and External Language Evaluations. <u>Invitation Letter</u> Deadline: September 25, 2025, 5:00 PM Eastern (-4:00 UTC)

Submitted! Now What?

Once you submit your application, you will land on your Application Status page.

This page displays a message confirming your application was submitted and is only visible once you submit your application.

It also contains your application checklist, a link to your application proof, an overview of the application review process and timeline, and more.

any m	naterials are	ns from going to your junk/spam folder.) missing, they must be submitted by the stated deadli ne are linked below.	ne. The Competition Review	mail as your application. <u>Preview Application PDF</u>
				Need Help? Contact Us!
pplica	ation Chec	klist		<u>Click here</u> to contact the Fulbright U.S. Scholar team if you have any questions.
Status		Details	Date	
🖌 Re	eceived	Recommendation from Br Submitted on 02/13/2025.	02/13/2025	Verify Address
🗙 Aw	waiting	Recommendation from I Sent to recommender on 02/07/2025.		We have your addresses listed as follows:
🖕 Re	eceived	Bibliography	02/10/2025	Mailing Address
Re	eceived	Course Syllabi	02/11/2025	123 17th St SE Washington, DC 20003-1630
Re	eceived	CV/Resume	02/07/2025	United States Permanent Address
Re	eceived	Letter of Invitation	02/10/2025	123 17th St SE
Re	eceived	Letter of Invitation	02/07/2025	Washington, DC 20003-1630 United States
Re	eceived	Letter of Invitation	02/11/2025	
Re	eceived	Project Statement	02/07/2025	Edit Addresses
		tion emails to your recommenders, re-visit the <u>recomr</u> ck "Send Reminder".	nendations page, click	Account Tools
				Change Email



You will also receive an email confirming your submission from Fulbright U.S. Scholar Program (<u>scholars@iie.org</u>) subject: "*Fulbright U.S. Scholar Program Application Submitted* (2026-2027)". Save this email as it contains the link to your application and the review timeline.

If you do not receive an email confirming submission: First check your spam/junk folder, and then contact <u>Scholars@iie.org</u>.

Actions (If needed)

- Check the status of your recommendations/evaluations.
- Send a reminder to a recommender/language evaluator: Click *recommendations page* to send them a reminder.
- Upload an invitation letter by September 25, 2025, 5:00 PM Eastern (-4:00 UTC)

Upload Materials				
Invitation Letter				
 If an invitation letter from your proposed host institution is <i>required</i>, <i>preferred</i>, or <i>optional</i> for the award – <u>and</u> if you did not already upload your invitation letter to your application (ex., it arrived after you submitted), please upload it here. If you already uploaded your invitation letter, do not upload it again here (to check, click on "Preview Application Proof" above to view your application). If an invitation <i>should not be sought</i> for the award, do not upload one here. Invitation letters can only be uploaded until Thursday, September 25, 2025 at 5:00 PM Eastern Time. Letters will not be accepted after this date and time. 				
Invitation Letter * File types accepted: Adobe PDF (recommended) or Word document. Once you have uploaded your document, be sure to view it to ensure it appears correctly.				
We have received the following documents from you:				
02/11/2025 12:12 PM - Letter of Invitation <u>view</u>				
Choose File No file chosen Upload				

- Save a copy of your submitted application: Click *Preview Application Proof* to display a PDF version of your application that you can download or print for future reference.
- Update your address (if needed).

Notifications and Review Process

Review Timeline: Fulbright U.S. Scholar Program

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

Contact us if your email address changes (Scholars@iie.org)!

Eligible, complete applications undergo peer review. Applicants will be notified if their application is not eligible.

Following peer review, when the decision is available, applicants will receive an email



instructing them to proceed to the application to view their application status on this *Status* page. After logging in to the application, a message will appear indicating a status update is available, similar to this:

	Fulbright U.S. Scholar Program 2024-2025
Status Update	
New updates to your application were posted December 16, 2023.	
View Decision Letter	

The Decision Letter contains the peer review decision regarding your application. (If your application was recommended for further consideration, the notification process for the final decision is the same.)

If you have applied previously, select the current year from the dropdown in the right corner.

Questions?

Please contact the respective U.S. Program team for applicants: <u>https://fulbrightscholars.org/contact-us</u>.