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Fulbright 2021: Application Components: Academic Fields

1. Biographical Data

The Personal and Contact Information pages of the application asks for your basic personal information, such as your name, contact information, birth date, etc. The Academic Information, Professional Information, Awards & Achievements, and Experience Abroad pages also ask for the details of your academic background, occupational experience, extracurricular activities, publications, and previous foreign experience.

- **Complete all required fields:** You should take care to accurately complete all of the required fields in these sections.

- **Use proper capitalization and punctuation:** This is a formal grant application and you are advised to follow the English language rules on capitalization and punctuation.

2. Program Information

On the Program Information page, you must include a Project Title and an Abstract/Summary of Proposal. These sections are a quick reference for screening committees and other reviewers. They should be able to determine the basic who, what, when, where, why and how of your project by reading this abstract. The project title should be informative, as well.

- **Field of Study:** Select from the drop-down the most closely-related field for the proposed project.

- **Project Title** (90-character limit): A succinct title that clearly introduces the proposed project. This title will be listed in the Grantee Directory, should you be awarded a grant.

- **Abstract/Summary of the Proposal** (1750-character limit): A concise description of the what, where, and why of the proposed project. If you are proposing the pursuit of a graduate degree program, summarize the program and relevance to your career/education plans.

- **Host Country Engagement** (1750-character limit): At its core, the Fulbright program aims to promote mutual understanding and seeks individuals who can be cultural ambassadors while living abroad. This section should offer a description of the ways in which you will engage with the host country outside of your grant activities to fulfill this mission. How do you plan to share your culture and values in your host community? Specific ideas should be included.

- **Plans Upon Return to the U.S.** (850-character limit): A brief description of your career and/or educational plans following completion of the Fulbright grant.

3. Statement of Grant Purpose

This 2-page document outlines the Who, What, When, Where, Why, and How of what you are proposing for your Fulbright grant. If you are pursuing a research project, developing a strong, feasible and compelling project is the most important aspect of a successful Fulbright application.

The first step is to familiarize yourself with the award summary for your host country and selected award to verify the type of grant you are allowed to propose. Depending on the country and award, applicants may also have the option to propose completing a graduate degree program. Some countries have specific arrangements or named awards for graduate study. In this case, applicants should focus on demonstrating the reasons for pursuing the proposed program at a particular institution in the host country.

Whether you are applying for a research project or a degree program, the proposal should indicate a clear commitment to the host country community and a description of how you will engage with it.

This is the most important factor in presenting a successful application. The first step is to familiarize yourself with the award summary for the country and program to which you are applying. You should ensure that your Statement of Grant Purpose fits the program guidelines for the host country and award.

For applicants proposing independent study/research projects, address the following points:

- With whom do you propose to work?
- What do you propose to do?
- What is innovative about the research?
- What are the specific research goals and methodologies?
- What is important or significant about the project?
- What contribution will the project make toward the Fulbright goal of promoting cultural exchange and mutual understanding?
- When will you carry out the project? Include a rough timeline.
- Where do you propose to conduct your study or research? Why was this location(s) chosen?
- Why do you want to undertake this project?
- What are your qualifications for carrying out this project?
- Why does the project have to be conducted in the country of application?
- How will your project help further your academic or professional development?
- How will you engage with the host country community? Give specific ideas for civic engagement.

Design a feasible project: You must demonstrate that your research strategy is viable, including its content, methodology, and time frame.

Address the following points:

- How will the culture and politics of the host country impact the work?
- Will the resources of the host country support the project?

- Have you developed a connection with a potential adviser in the host country who has knowledge of the research topic and access to other appropriate contacts in the field?
- Do you have the requisite academic/field-specific background to undertake the proposed research?
- Do you have sufficient language skills for the project being proposed and to serve the basic purposes of the Fulbright Program? If not, how will you accomplish these goals? You should consider that, even if a country indicates that English will be sufficient for carrying out the proposed project, for purposes of Community Engagement, at least a basic level of language skill should be obtained prior to leaving the United States for the host country.
- What are your plans for improving your language skills, if they are not adequate at the time of application?
- Are there any possible feasibility concerns that the project could provoke?

For applicants proposing to enroll in graduate degree programs, address the following points:

- Why do you want to pursue the proposed program in the country to which you are applying?
- What are your reasons for selecting a particular institution?
- Do you have the requisite academic/field-specific background to undertake the proposed program?
- Why do you want to gain a better understanding of the peoples and cultures of your host country? Please demonstrate a commitment to the community through volunteer and extra-curricular activity.
- Do you have sufficient language skills to successfully complete the program?
- Do you have the flexibility and dynamism necessary for active involvement in the host country?

Candidates applying through U.S. institutions are urged to consult professors in their major fields or faculty members with experience in the host country, as well as their Fulbright Program Advisers, about the feasibility of their proposed projects. At-Large applicants should consult qualified persons in their fields.

- Be clear and concise. The individuals reading the proposal want applicants to get to the point about the 'who, what, when, where, why and how' of the project. Avoid discipline-specific jargon and ensure your application can be clearly understood by a general audience.
- Organize the statement carefully.
- Don't make reviewers search for information. We urge you to have several people read and critique the Statement of Grant Purpose, including a faculty adviser, a faculty member outside your discipline, a fellow student, and/or a colleague.

Adhere to the proper format:

- Length is limited to a maximum of two single-spaced pages. The application system will not allow documents longer than two pages to be uploaded.
- Do not include any bibliographies, publications, citations, etc., except those that will fit in the two-page limit.
- Use 1-inch margins and Times New Roman 12-point font.

- At the top of the first page include:
    - On line 1: Statement of Grant Purpose
    - On line 2: Your Name, Host Country, and Field of Study
    - On line 3: Your Project Title as it appears in the Program Information page
- On the second page of the Statement, enter the same information or just Last Name, Grant Purpose, Page 2.
- Do not include information in headers, footers or margins.

4. Affiliation Letter

For Study/Research Applicants, affiliation with an educational institution or other sponsoring entity in the host country is **required**, even if the grant project is primarily or solely research or artistic activity or does not require enrollment in regular classes. All applicants are required to list a proposed affiliation, with <u>some</u> awards requiring a letter of affiliation to be submitted at the time of application. Please refer to the award description for specific requirements.

The affiliation letter should come from the institution/individual in the host country with whom you are proposing to work. It should be written in or translated to English, printed on official letterhead and should be signed by the author.

Understand the affiliation requirements for the country to which you are applying.

5. Personal Statement

The statement should be a 1 page narrative that provides a picture of yourself as an individual. It should deal with your personal history, family background, influences on your intellectual development, the educational, professional, and cultural opportunities (or lack of them) to which you have been exposed, and the ways in which these experiences have affected you and your personal growth. Include your special interests and abilities, career plans, and life goals, etc. It should not be a recording of facts already listed on the application or an elaboration of your Statement of Grant Purpose. It is more of a biography, but specifically related to you and your aspirations relative to the specific Fulbright Program to which you have applied.

Do not repeat information from other parts of the application.

Adhere to the proper format:

- Length is limited to a maximum of one single-spaced pages. The application system will not allow statements longer than one page to be uploaded.
- Use 1-inch margins and Times New Roman 12-point font.
- At the top of each page include:
    - On line 1: Personal Statement
    - On line 2: Your Name, Host Country, and Field of Study
    - Do not include information in headers, footers or margins

6. Foreign Language Forms

Language requirements vary by country, so before starting the application you should note the specific requirements of the proposed host country. You must possess the necessary language skills to successfully complete the project you are proposing.

For programs where language skills are Required, you must submit both a Language Self Evaluation and a Foreign Language Evaluation Form, which is completed by a professional language teacher. Submission of both forms is mandatory, even if you have advanced skills or native-speaker ability. Failure to submit the forms may affect your eligibility.

For programs where language skills are Recommended or Not Required, if you possess some language skills relevant to the host country or proposed project, you should submit both a Language Self Evaluation and a Foreign Language Evaluation Form. It will be advantageous to have your language ability documented, even though it is not required.

For programs in countries where English is one of the national languages, you do not need to submit any foreign language forms unless a foreign language is required for your project.

7. **Recommendations**

You must submit three recommendation letters as part of the application. The authors should be the three individuals who can best speak to your ability to carry out the project being proposed; they should discuss your intellectual and professional preparation, and your ability to represent the U.S. abroad. You should provide the recommender with a copy of your Statement of Grant Purpose before requesting the recommendation letter. The recommendation letter **should NOT** simply be a character reference, as this will be of no value in assessing your ability to complete the proposed project.

- When choosing recommenders, select the three individuals who can best speak to your ability to carry out the proposed project. Do not submit character references.
- Recommenders cannot be related to you.
- Provide reference writers with copies of the Statement of Grant Purpose and the Personal Statement so that they can write well-informed recommendation letters.

8. Transcripts

The Fulbright Program requires a complete academic record of your higher education. You must provide transcripts from all undergraduate and graduate institutions from which you received degrees. Transcripts must also be submitted from other institutions where you studied and received credit for coursework. You may submit documentation of certificates (i.e. non-degree programs) only if relevant to your Fulbright Grant Purpose. However, do not submit extraneous documents as they will not enhance your application.

9. Ethical Requirements

Applicants proposing research involving human beings or animals as research subjects who plan to formally publish the results or to use the results in a graduate program should have their projects vetted by the Institutional Review Board (IRB) at their home institutions.

On the 'Affiliation' page of the application, applicants must note if their proposed project will involve activities which may require a license to practice and/or involve clinical training and/or patient care.

Human subjects research includes: clinical investigations (any experiment or study on one or more persons which involves a test product/article, whether a drug, treatment, procedure or device); social-behavioral studies which entail interaction with or observation of people, especially vulnerable populations (i.e., as minors, pregnant women, inmates, drug-users, the mentally impaired, displaced/refugee populations); and, basic scientific research to study the biology of animals, persons or organs and specimens thereof. The most fundamental issues in studies involving human research subjects include: valid scientific questions and approaches; potential social value; favorable risk-benefit ratio; fair selection of study participants and an adequately administered informed consent process.

<u>***Fulbright 2021: Application Components: Creative & Performing Arts***</u>

1.Biographical Data

The Personal and Contact Information pages asks for your basic personal information such as your name, contact information, birth date, etc. They also ask for the details of your academic background, occupational experience, extracurricular activities, publications, and previous foreign experience.

- **Complete all required fields:** You should take care to accurately complete all of the required fields in this section.
- **Use proper capitalization and punctuation:** This is a formal grant application and you are advised to follow the English language rules on capitalization and punctuation.

2.Program Information

On the Program Information page, you must include a Project Title and an Abstract/Summary of Proposal. These sections are a quick reference for screening committees and other reviewers. They should be able to determine the basic who, what, when, where, why and how of your project by reading this abstract. The project title should be informative, as well.

- **Field of Study:** Select from the drop-down the most closely-related field for the proposed project.

- **Project Title** (90-character limit): A succinct title that clearly introduces the proposed project. This title will be listed in the Grantee Directory, should you be awarded a grant.

- **Abstract/Summary of the Proposal** (1750-character limit): A concise description of the what, where, and why of the proposed project. If you are proposing the pursuit of a graduate degree program, summarize the program and relevance to your career/education plans .

- **Host Country Engagement** (1750-character limit): At its core, the Fulbright program aims to promote mutual understanding and seeks individuals who can be cultural ambassadors while living abroad. This section should offer a description of the ways in which you will engage with the host country outside of your grant activities to fulfill this mission. How do you plan to share your culture and values in your host community? Specific ideas should be included.

- **Plans Upon Return to the U.S.** (850-character limit): A brief description of your career and/or educational plans following completion of the Fulbright grant.

- **Arts Experience Summary** (850-character limit): A summary of your practical study, training, and experience specific to the proposed project.

- **Arts Portfolio Description** (850-character limit): A brief description of the supplementary materials uploaded to the portfolio page of the online application. Concisely details how piece(s) were selected, relevance to the project, time spent completing, location and date of completion, developmental trajectory vs. single series,

and any information that will tell reviewers what they are looking at/listening to and why. For collaborative works, your contribution should be clearly specified.

3.Statement of Grant Purpose

This 2-page document outlines the Who, What, When, Where, Why, and How of what you are proposing for your Fulbright grant. Developing a strong, feasible and compelling project is the most important aspect of a successful Fulbright application.

The first step is to familiarize yourself with the award summary for your host country and selected award to verify the type of grant you are allowed to propose. Depending on the country and award, applicants may also have the option to propose completing a graduate degree program. Some countries have specific arrangements or named awards for graduate study. In this case, applicants should focus on demonstrating the reasons for pursuing the proposed program at a particular institution in the host country.

Whether you are applying for a research project or a degree program, the proposal should indicate a clear commitment to the host country community and a description of how you will engage with it.

Develop an intellectually-compelling and feasible project: This is the most important factor in presenting a successful application. The first step is to familiarize yourself with the award summary for the country and program to which you are applying. Program design varies from country to country and while some countries encourage applicants to incorporate coursework into a project, others prefer independent research. You should ensure that your project design fits the program guidelines for the host country.

For applicants proposing independent study/research projects, address the following points:

- With whom do you propose to work?
- What do you propose to do?
- What is innovative about the project?
- What are the specific goals?
- What is important or significant about the project?
- What contribution will the project make toward the Fulbright goal of promoting cultural exchange and mutual understanding?
- When will you carry out the project? Include a rough timeline.
- Where do you propose to conduct your study? Why was this location(s) chosen?
- Why do you want to undertake this project?
- Why does the project have to be conducted in the country of application?
- How will your project help further your professional development?
- How you will engage with the host country community? Give specific ideas for civic engagement.
- What are your qualifications for carrying out this project?

Design a feasible project: You must demonstrate that your project is viable, including its content and timeframe. Address the following points:

- How will the culture and politics of the host country impact the work?
- Will the resources of the host country support the project?

- Have you developed a connection with a potential adviser in the host country?
- Do you have the requisite background to undertake the proposed project?
- Do you have sufficient language skills for the project being proposed? If not, how will you accomplish your work?
- What are your plans for improving your language skills, if they are not adequate at the time of application? Remember, even if a country indicates that English will be sufficient for carrying out the proposed project, for purposes of Community Engagement, at least a basic level of language skill should be obtained prior to leaving the United States for the host country.
- Are there any possible feasibility concerns that the project could evoke?

For applicants who are proposing to complete a graduate degree program, the Statement of Grant Purpose should address the following points:

- Why do you want to pursue the proposed program in the country to which you are applying?
- What are your reasons for selecting a particular institution?
- Do you have the requisite academic/field-specific background to undertake the proposed program?
- Why do you want to gain a better understanding of the peoples and cultures of your host country? Please demonstrate a commitment to the community through volunteer and extra-curricular activity.
- Do you have sufficient language skills to successfully complete the program?
- Do you have the flexibility and dynamism necessary for active involvement in the host country?

Candidates applying through U.S. institutions are urged to consult professors in their major fields or faculty members with experience in the host country, as well as their Fulbright Program Advisers, about the feasibility of their proposed projects. At-Large applicants should consult qualified persons in their fields.

- Be clear and concise. The individuals reading the proposal want applicants to get to the point about the 'who, what, when, where, why and how' of the project. Avoid discipline-specific jargon and ensure your application can be clearly understood by a general audience.
- Organize the statement carefully.
- Don't make reviewers search for information. We urge you to have several people read and critique the Statement of Grant Purpose, including a faculty adviser, a faculty member outside your discipline, a fellow student, and/or a colleague.

All candidates must adhere to the proper format:

- Length is limited to a maximum of two single-spaced pages. The application system will not allow documents longer than two pages to be uploaded.
- Do not include any bibliographies, publications, citations, etc., except those that will fit in the two-page limit.
- Use 1-inch margins and Times New Roman 12-point font.
- At the top of the first page include:
    - On line 1: Statement of Grant Purpose
    - On line 2: Your Name, Host Country, and Field of Study
    - On line 3: Your Project Title as it appears in the Program Information page of the application

- On the second page of the Statement, enter the same information or just Last Name, Grant Purpose, Page 2.
- Do not include information in headers, footers, or margins.

4.Affiliation Letter

Many Fulbrighters undertaking projects in the arts will affiliate with universities, although in some countries it is possible to affiliate with other types of organizations such as a theater troupe or an arts academy.

For Study/Research Applicants, affiliation with an educational institution or other sponsoring entity in the host country is **required**, even if the grant project is primarily or solely research or artistic activity or does not require enrollment in regular classes. All applicants are required to list a proposed affiliation, with <u>some</u> awards requiring a letter of affiliation to be submitted at the time of application. Please refer to the award description for specific requirements.

The affiliation letter should come from the institution/individual in the host country with whom you are proposing to work. It should be written in or translated to English, printed on official letterhead and should be signed by the author.

5.Personal Statement

The statement should be a 1 page narrative that provides a picture of yourself as an individual. It should deal with your personal history, family background, influences on your intellectual development, the educational, professional, and cultural opportunities (or lack of them) to which you have been exposed, and the ways in which these experiences have affected you and your personal growth. Also include your special interests and abilities, career plans, and life goals, etc. It should not be a recording of facts already listed on the application or an elaboration of your Statement of Grant Purpose. It is more of a biography, but specifically related to you and your aspirations relative to the specific Fulbright Program to which you have applied.

Do not repeat information from other parts of the application.

Adhere to the proper format:

- Length is limited to a maximum of one single-spaced pages. The application system will not allow statements longer than one page to be uploaded.
- Use 1-inch margins and Times New Roman 12-point font.
- At the top of each page include:
    - On line 1: Personal Statement
    - On line 2: Your Name, Host Country, and Field of Study
- Do not include information in headers, footers, or margins.

6.Foreign Language Form

Language requirements vary by country, so before starting the application you should note the specific requirements of the proposed host country. You must possess the necessary language skills to successfully complete the project you are proposing.

For programs where language skills are Required, you must submit both a Language Self Evaluation and a Foreign Language Evaluation Form, which is completed by a professional language teacher. Submission of both forms is mandatory, even if you have advanced skills or native-speaker ability. Failure to submit the forms may affect your eligibility.

For programs where language skills are Recommended or Not Required, if you possess some language skills relevant to the host country or proposed project, you should submit both a Language Self Evaluation and a Foreign Language Evaluation Form. It will be advantageous to have your language ability documented, even though it is not required. Remember, even if a country indicates that English will be sufficient for carrying out the proposed project, for purposes of Community Engagement, at least a basic level of language skill should be obtained prior to leaving the United States for the host country.

For programs in countries where English is one of the national languages, you do not need to submit any foreign language forms unless a foreign language is required for your project.

If you have little or no knowledge of the language, you may discuss your plans to study the language prior to beginning a grant in your Statement of Grant Purpose. You should not submit a Language Self Evaluation or a Foreign Language Evaluation.

7.Recommendation Letters

You must submit three recommendation letters as part of the application. The authors should be the three individuals who can best speak to your ability to carry out the project being proposed; they should discuss your intellectual and professional preparation, and your ability to represent the U.S. abroad. You should provide the recommender with a copy of your Statement of Grant Purpose before requesting the recommendation letter. The recommendation letter **should NOT** simply be a character reference, as this will be of no value in assessing your ability to complete the proposed project.

- When choosing recommenders, select the three individuals who can best speak to your ability to carry out the proposed project. Do not submit character references.
- Recommenders cannot be related to you.
- Provide reference writers with copies of the Statement of Grant Purpose and the Personal Statement so that they can write well-informed recommendation letters.

8.Transcripts

The Fulbright Program requires a complete academic record of your higher education. You must provide transcripts from all undergraduate and graduate institutions from which you received degrees. Transcripts must also be submitted from other institutions where you studied and received credit for coursework. You may submit documentation of certificates (i.e. non-degree programs) only if relevant to your Fulbright Grant Purpose. However, do not submit extraneous documents as they will not enhance your application.

9.Supplementary Materials

See field-specific supplemental materials requirements at
https://us.fulbrightonline.org/required-supplementary-materials-for-arts-applicants

All candidates applying in the creative and performing arts must submit examples of their artistic work; this work, along with the written portions of the application, will be evaluated by the screening committee members. Arts applicants should understand that they will be evaluated first and foremost on their technical and artistic skills within their artistic disciplines and that the supplementary materials need to be complied in a professional manner.

- Carefully review and follow the instructions in the <u>Required Supplementary Materials for Arts Applicants</u>. Applicants for Germany should review and follow the additional instructions provided.
- You should assemble a portfolio that relates to the proposed project and demonstrates your artistic skills and growth in the field.
- You should solicit critiques from professional artists on the portfolios before submission.
- Work submissions need to be labeled in detailed fashion so that the National Screening Committee members are clear on the sizes of objects, the materials used, what your role in the production of the pieces was, etc.

The List Of Arts Fields

- **Architecture**
- **Creative Writing**
- **Music**
    - Composition
    - Conducting
    - Harpsichord
    - Historical Performance
    - Jazz Performance
    - Opera Stage Direction
    - Organ
    - Percussion
    - Piano
    - String Instruments
    - Voice
    - Woodwind & Brass
    - World Music
- **Performing Arts**
    - Dance
    - Performance Art
    - Theater Arts
- **Visual Arts**
    - Animation
    - Design & Crafts
    - Drawing, Illustration, & Sequential Art
    - Filmmaking
    - Installation Art
    - Painting/Printmaking
    - Photography
    - Sculpture

10.Ethical Requirements

Applicants proposing research involving human beings or animals as research subjects who plan to formally publish the results or to use the results in a graduate program should have their projects vetted by the Institutional Review Board (IRB) at their home institutions.

On the 'Affiliation' page of the application, applicants must note if their proposed project will involve activities which may require a license to practice and/or involve clinical training and/or patient care.

Human subjects research includes: clinical investigations (any experiment or study on one or more persons which involves a test product/article, whether a drug, treatment, procedure or device); social-behavioral studies which entail interaction with or observation of people, especially vulnerable populations (i.e., as minors, pregnant women, inmates, drug-users, the mentally impaired, displaced/refugee populations); and, basic scientific research to study the biology of animals, persons or organs and specimens thereof. The most fundamental issues in studies involving human research subjects include: valid scientific questions and approaches; potential social value; favorable risk-benefit ratio; fair selection of study participants and an adequately administered informed consent process.

Fulbright 2021: Application Components: English Teaching Assistant (ETA) Program

1.Biographical Data

The first pages of the application ask for basic personal information such as your name, contact information, birth date, etc. Additional pages of the application also ask for the details of your academic background, occupational experience, extracurricular activities, publications, and

previous foreign experience. On the Program Information page, you must include a Summary of Proposal addressing why you wish to undertake an ETA grant to the host country, along with an explanation of your plans for host country engagement and future plans upon returning to the U.S.

- **Complete all required fields:** You should take care to accurately complete all the required fields in this section.
- **Use proper capitalization and punctuation:** This is a formal grant application and you are advised to follow the English language rules on capitalization and punctuation. Do not enter responses in all caps.

2.Program Information

- **Project Title:** Enter "English Teaching Assistantship" for all proposals within this category.

- **Abstract/Summary of the Proposal**(1750-character limit): Concisely detail why you wish to be a Fulbright grantee and undertake an English Teaching Assistant opportunity and why you have chosen to apply to the specific country.

- **Host Country Engagement**(1750-character limit): At its core, the Fulbright program aims to promote mutual understanding and seeks individuals who can be cultural ambassadors while living abroad. This section should offer a description of the ways in which you will engage with the host country outside of your grant activities to fulfill this mission. How do you plan to share your culture and values in your host community? Specific ideas should be included.

- **Plans Upon Return to the U.S.**(850-character limit): A brief description of your career and/or educational plans following completion of the Fulbright grant.

3.Statement of Grant Purpose

This 1-page document should clearly describe what you will be able to bring to the classroom in the host country, as well as explain any ideas you have on how to reach students coming from a different pedagogical tradition.

Carefully read the specific summary for the country to which you are applying: This is necessary for you to understand the nature of the program and the specific requirements, since the design of the English Teaching Assistant Program (ETA) varies from country to country. Some countries may give specific instructions on what to include in your Statement of Grant Purpose.

Address the following points:

- What specific qualifications, training, or experience will you bring to the classroom and your role as an English Teaching Assistant?
- What specific ideas do you have for engaging with students in your chosen host country and helping them learn English?

- What attributes do you possess that will assist you in the challenge of living and working in a new cultural environment? How have you demonstrated these qualities in your academic and professional life? Use specific examples.
- Do not make your Statement of Grant Purpose location-specific within the host country, **unless specifically requested to do so in the country summary.** ETAs will be placed by the Fulbright Commission or the U.S. embassy in the host country, so nothing addressed in the Statement of Grant Purpose should be location-specific since you will not know where you will be based and what resources may be available.

Adhere to the proper format:

- Length is limited to a maximum of one single-spaced page. The application system will not allow documents longer than one page to be uploaded.
- Use 1-inch margins and Times New Roman 12-point font.
- At the top of each page include:
  - On line 1: Statement of Grant Purpose
  - On line 2: Your Name, Host Country, and English Teaching Assistant Program
- Do not include information in headers, footers or margins.

4.Personal Statement

The statement should be a 1-page narrative that provides a picture of yourself as an individual. It should deal with your personal history, family background, influences on your intellectual development, the educational, professional, and cultural opportunities (or lack of them) to which you have been exposed, and the ways in which these experiences have affected you and your personal growth. Also include your special interests and abilities, career plans, and life goals, etc. It should not be a recording of facts already listed on the application or an elaboration of your Statement of Grant Purpose. It is more of a biography, but specifically related to you and your aspirations relative to the specific Fulbright Program to which you have applied.

Do not repeat information from other parts of the application.

Adhere to the proper format:

- Length is limited to a maximum of one single-spaced pages. The application system will not allow documents longer than one page to be uploaded.
- Use 1-inch margins and Times New Roman 12-point font.
- At the top of each page include:
  - On line 1: Personal Statement
  - On line 2: Your Name, Host Country, and English Teaching Assistant Program
- Do not include information in headers, footers or margins.

5.Foreign Language Forms

Language requirements vary by country, so before starting the application you should note the specific requirements of the proposed host country. You must possess the necessary language skills to successfully complete the project you are proposing.

For programs where language skills are Required, you must submit both a Language Self Evaluation and a Foreign Language Evaluation Form, which is completed by a professional language teacher, preferably a university professor. If the language is not commonly taught and a professional language teacher is not readily available, a college-educated native-speaker of the language can be used. The language evaluator cannot be related to the applicant. Submission of both forms is mandatory, even if you have advanced skills or native-speaker ability. Failure to submit the forms may affect your eligibility.

For programs where language skills are Recommended or Not Required, if you possess some language skills relevant to the host country, you should submit both a Language Self Evaluation and a Foreign Language Evaluation Form. It will be advantageous to have your language ability documented, even though it is not required. Remember, even if a country indicates that English will be sufficient for carrying out the proposed project, for purposes of Community Engagement, at least a basic level of language skill should be obtained prior to leaving the United States for the host country.

For programs in countries where English is one of the national languages, you do not need to submit any foreign language forms unless a foreign language is required for your project.

If you have little or no knowledge of the language relevant to the host country but plan to acquire proficiency prior to the start of the grant, you may discuss your plans in the Language Self Evaluation. You should not obtain a Foreign Language Evaluation.

6.Recommendation Forms

You must submit three recommendations as part of the application. The recommenders will be provided an electronic form that they will use to respond to a series of short-answer questions regarding items such as your communication skills, interest in teaching, and ability to work in unstructured environments. Recommenders for English Teaching Assistant Program applicants do not submit written letters of recommendation.

The recommenders completing the ETA reference forms should be the three individuals who can best speak to your ability to teach English in a classroom abroad based on your intellectual and professional preparation. You should provide the recommenders with a copy of your Statement of Grant Purpose before requesting the recommendations. The recommendation **should NOT** simply be a character reference, as this will be of no value in assessing your ability to be a successful English Teaching Assistant.

- When choosing individuals to complete the ETA recommendation forms, select the three individuals who can best speak to your ability to serve as an ETA in the host country.
- It is encouraged that at least one recommender is able to speak to your skills and experiences outside of academia. Examples of non-academic recommenders include coaches, supervisors, or mentors. Recommenders cannot be related to you.
- Provide recommenders with copies of your Statement of Grant Purpose and Personal Statement.

7.Transcripts

The Fulbright Program requires a complete academic record of your higher education. You must provide transcripts from all undergraduate and graduate institutions from which you received degrees. Transcripts must also be submitted from other institutions where you studied and received credit for coursework.

Failure to submit required transcripts will result in your being declared ineligible.