FULBRIGHT VISITING SCHOLAR PROGRAM

Instructions for Completing the
2027-2028 Fulbright Visiting Scholar Program Application

Application: https://apply.iie.org/fvsp2027

Read all instructions carefully before completing the application.

Applicants may only apply for one award per application cycle.

Contents

General Information..... 2
Creating Your Online Account..... 3
Managing Your Application..... 4
Preliminary Questions and Data Privacy..... 5
Country Information..... 7
Personal Information..... 8
Contact Information..... 9
Academic & Professional Information..... 10
Language Skills..... 16
Plagiarism Agreement..... 17
Project Proposal..... 18
Grant and Travel Plans..... 20
Additional Information..... 21
Recommendations..... 22
Signature..... 23
Review..... 23

General Information

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

Qualora abbiate problemi con Chrome, prima di contattarci, provare con browser alternativo, come Firefox, Edge o Opera.

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

Step 1: Learn requirements for submitting an application

Before you begin an application, contact the Fulbright Program Office in the country from which you are applying. Deadline dates and application requirements for a Fulbright grant will vary from country to country. You must make sure you are eligible to apply. Additional information and a list of participating countries can be found here: Fulbright Visiting Scholar Program | Exchange Programs (state.gov).

È importante **verificare sul bando di concorso i requisiti di partecipazione e i criteri di esclusione**. Se si rispettano i requisiti e non si rientra nei criteri di esclusione, si può procedere autonomamente con la compilazione dell'Application selezionando *Yes* alla domanda *Have you checked with your Fulbright Program Office*, **senza contattare la Commissione.**

Step 2: Record user name and password in a safe place

Your email address is your user name. When you create an account for this online application, record your password in a secure place. You can log in and out of the application as frequently as you like using your user name and password. If necessary, you can reset your password by clicking the "Forgot Your Password" link on the log-in page.

Step 3: Complete the application

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

To complete your application correctly, please answer all questions completely and carefully. Review these additional tips:

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

Step 4: Submit the application

Once you have entered all required information, including recommenders, review your application for errors. If all information is correct, submit your application. Once you submit you CANNOT make changes to your application.

Creating Your Online Account

1. To start, click *Create an account*.

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



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

3. Click Continue. You will receive an email from apply@iie.org confirming that you have started the application. The email will include a temporary PIN. Follow the instructions in the email to activate your account using the temporary PIN.

4. You will be prompted to enter your pin and then create a password to complete login.





5. Returning users: Click *Log in* and enter your email address and password. If you do not remember your password, click *Forgot your password?* and follow the resulting instructions.

Managing Your Application

PRESTARE PARTICOLARE ATTENZIONE AI DUE SEGUENTI PARAGRAFI:

EDITING YOUR APPLICATION PRIOR TO SUBMISSION

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

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

REVIEWING YOUR APPLICATION AFTER SUBMISSION

1. After you SUBMIT your application, you CANNOT make any changes.

2. You may continue to log in to your account to view the information you have submitted, save a PDF of your application form, and manage your recommenders.
3. You can manage your recommenders by clicking on the *Recommendations* section of the online application.

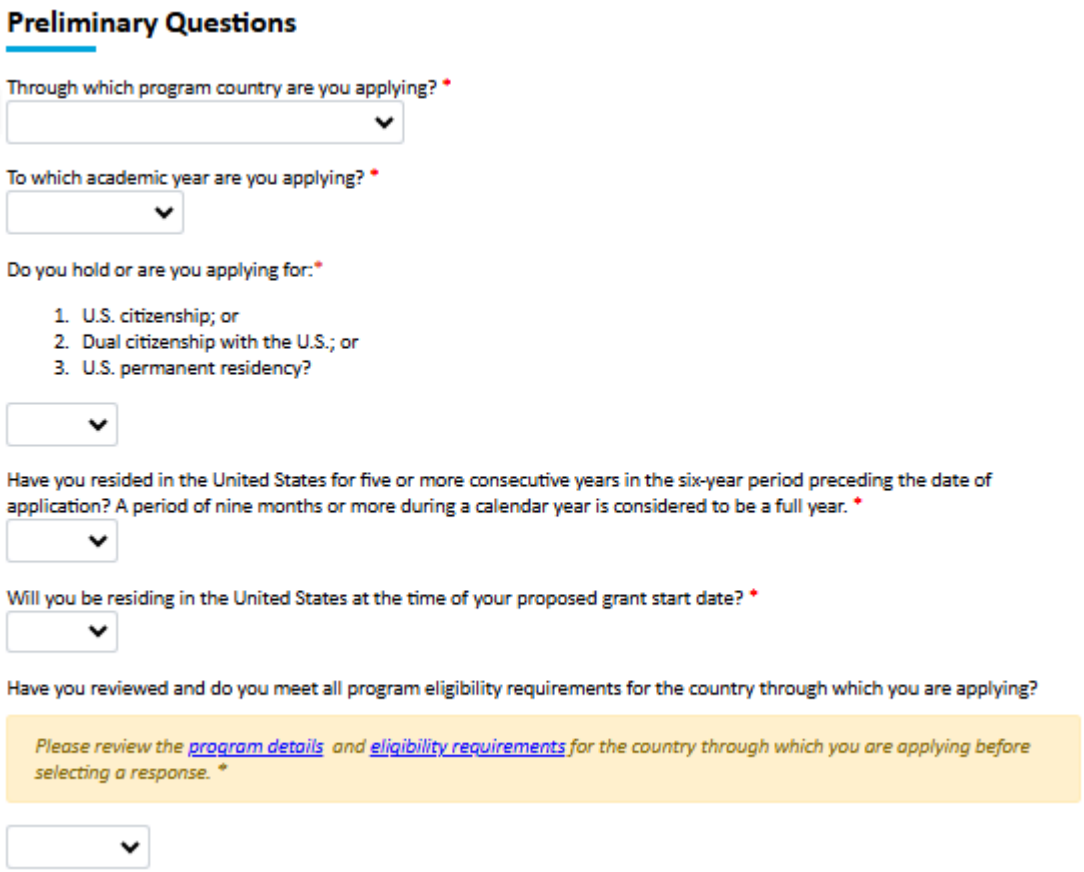
LETTERS OF RECOMMENDATION

Letters of recommendation will be submitted directly to Fulbright by the recommenders you registered via your application.

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

Preliminary Questions and Data Privacy

These questions address essential program eligibility, share data privacy policy, and requests consent. All questions are required.



Preliminary Questions

Through which program country are you applying? *

To which academic year are you applying? *

Do you hold or are you applying for:*

1. U.S. citizenship; or
2. Dual citizenship with the U.S.; or
3. U.S. permanent residency?

Have you resided in the United States for five or more consecutive years in the six-year period preceding the date of application? A period of nine months or more during a calendar year is considered to be a full year. *

Will you be residing in the United States at the time of your proposed grant start date? *

Have you reviewed and do you meet all program eligibility requirements for the country through which you are applying?

*Please review the program details and eligibility requirements for the country through which you are applying before selecting a response. **

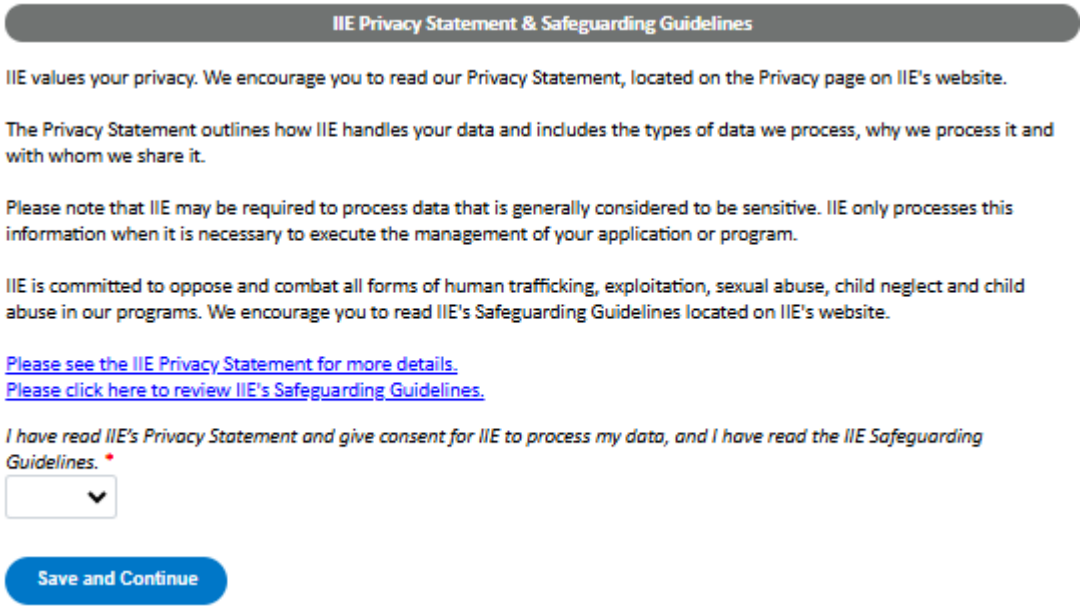
1. Select the country through which you are applying for the Fulbright grant from the dropdown menu. **Italy**

2. Select the appropriate program year from the dropdown menu. **2027-28**

3. U.S. Citizenship, Dual Citizenship with the U.S. or Permanent Residency: select ‘yes’ or ‘no’ to indicate your response.

    - Applicants cannot be U.S. citizens or permanent residents of the U.S. to participate in the Fulbright Visiting Scholar Program.

4. Indicate whether or not you have resided in the U.S. for five or more consecutive years per the instructions.
5. Indicate whether or not you will reside in the U.S. at the time of your proposed grant start date. This is NOT a question about your arrival to the U.S. for your proposed Fulbright exchange visit, but about any residency being planned for immediately prior to the dates proposed for your Fulbright exchange visit.
6. Select 'yes', 'no', or 'unsure' to indicate if you are aware and meet all program eligibility requirements.
    - Please review the program eligibility requirements for the country through which you are applying before proceeding.

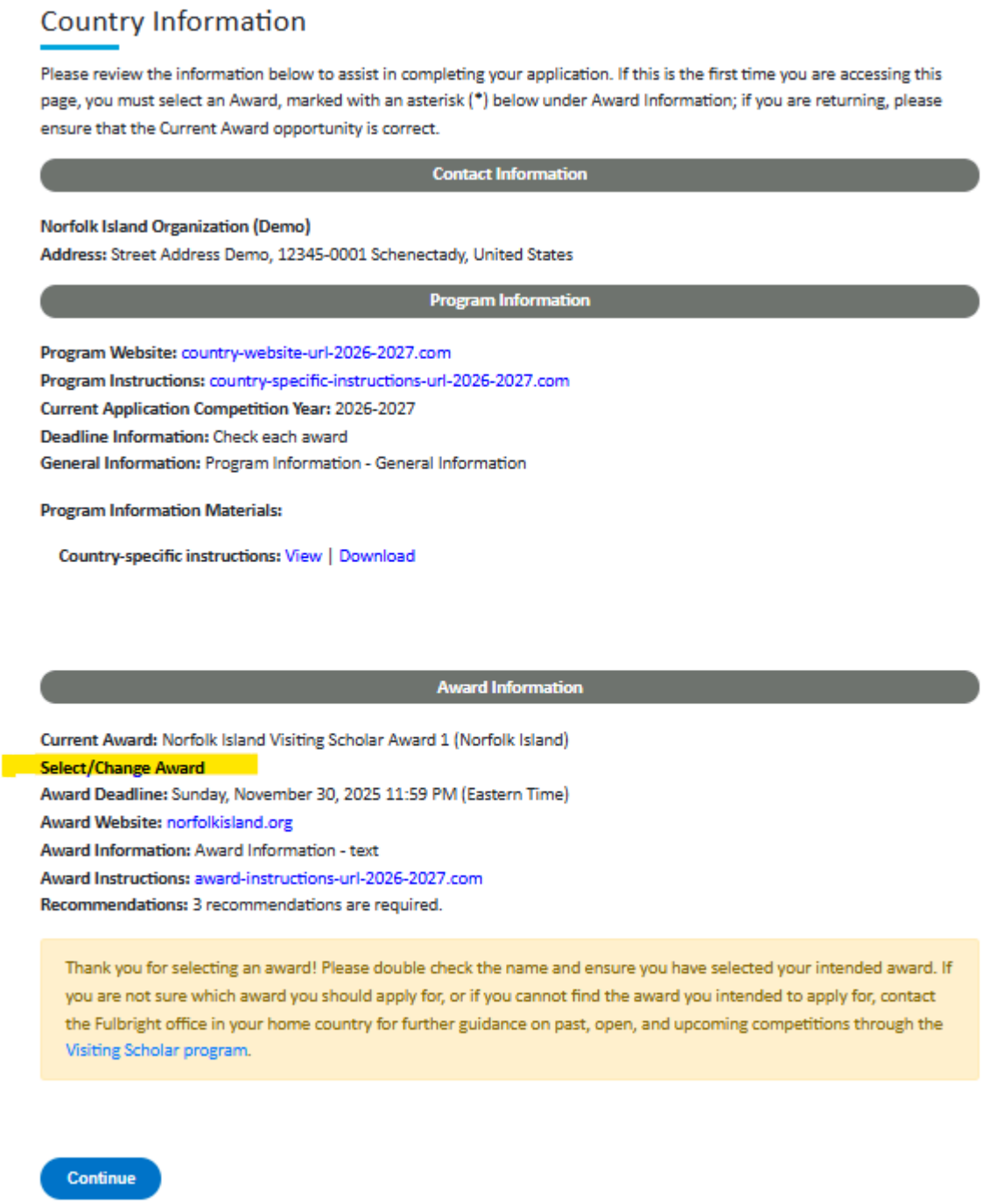


1. Carefully review the Data Privacy information. If prompted, indicate your acceptance of data privacy terms by selecting 'yes' or 'no'.
   Selezionare YES: è obbligatorio dare il proprio consenso altrimenti non sarà possibile continuare e partecipare al concorso.

2. Click *Save and Continue* to proceed to the next section

Country Information

1. Review all information in this section!



2. Note any country-specific and award-specific instructions for completing the rest of the application, including:

a. Country website
b. Deadline information
c. Open application cycle
d. Additional required materials
e. Country-specific Fulbright Policies

If prompted, you must select an Award (see highlighted above) before proceeding.

Alla voce Current Award (sotto *Award Information*) selezionare il concorso a cui si intende partecipare.

3. Click *Continue* to proceed to the next section.

Personal Information

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

1. **Name:** Enter your name exactly as it appears on your passport. Only enter a preferred name if it is DIFFERENT than your legal name (e.g. Alex instead of Alexander).

2. **Name on Previous Records:** If your name is recorded differently on any previous records, list it in the Name on Previous Records section (e.g. maiden name).

3. **Biographical Information:** The birthdate that you used to create your account will automatically appear. Enter your city of birth, country of birth, sex, marital status, and number of dependents.

4. **Citizenship Information:** Select your country of citizenship and country of residence from the dropdown menus provided.

    a. If applicable, enter your national identification number* and any additional countries in which you hold citizenship. *** Codice Fiscale (facoltativo)**
    b. To select multiple countries, hold down the CTRL (PC) or Command (Mac) button when selecting options.

5. Click *Continue* to save your responses and advance to the next section.

Contact Information

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

1. **Address:** Select the country where you live from the dropdown list first when entering your permanent address (i.e. physical address where you live).
    a. Based on your country selection, the subsequent fields will change to match the address format of that country.
    b. Complete the remaining address fields. Do not use accents or special characters.
    c. Select 'yes' or 'no' to indicate if your current mailing address (i.e. the address where you receive mail) is the same as the permanent address you entered above. *They do not have to be the same.*
        -If you answer 'no,' then a second address section will appear where you may enter your mailing address information.
        -If you answer 'yes' to this question, proceed immediately to the next section.

2. **Telephone Numbers**: Enter your contact phone numbers as appropriate. Include the country code. If the field turns red, please review the numbers that you have entered to look for any errors. To find the correct country code, click on the blue 'country code' link

3. **Email**: The email address used to create your account will appear in the primary email address field and will not be editable. You may provide an Alternate/Secondary Email that can be used to contact you if Fulbright Program officers cannot reach you via your primary email address. **Note:** All system-generated emails will continue to go to your primary email address.

4. **Emergency Contact Information**: Entering emergency contact information is not required unless directed by the country-specific instructions. If you would like to provide emergency contacts in your home country, please enter the appropriate information. The individuals you list may be contacted in the event of an emergency while you are participating in grant activities, including any required travel for interviews in your home country. You may also enter emergency contact information for individuals in the United States.
    a. When entering the address, choose the country that corresponds to your emergency contacts' address first and the following fields will update to match the address format of the selected country.

5. Click *Continue* to save your responses and advance to the next section

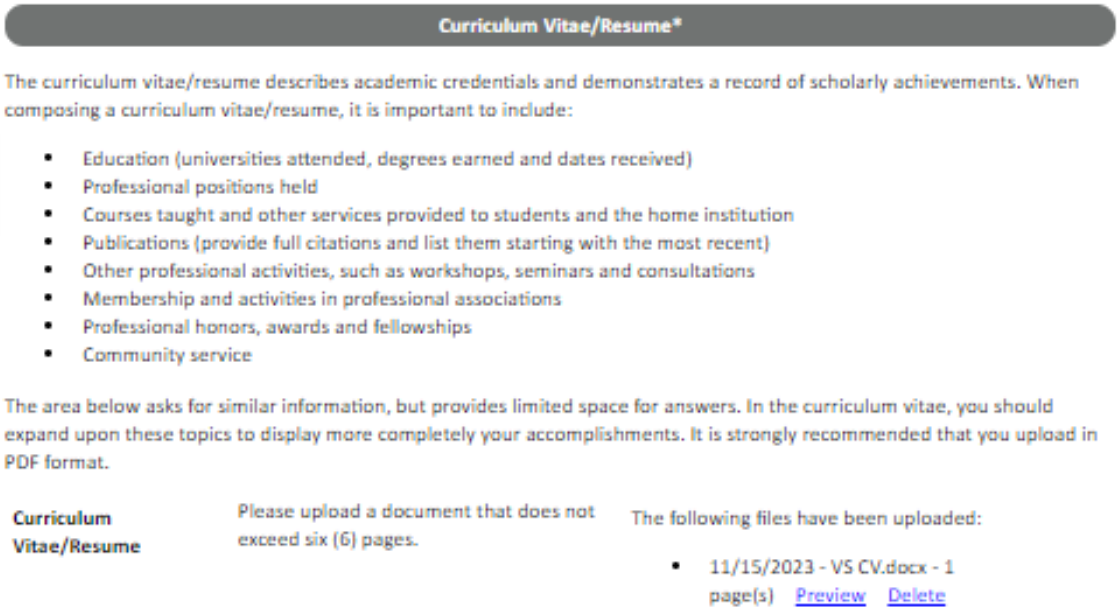
Academic & Professional Information

This section collects information about your academic and professional background, including your curriculum vitae/resumé, academic degrees, professional experience, organizational memberships, letter of support from home institution, experience abroad, and previous Fulbright grants, if applicable.

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

1. **Curriculum Vitae/Resume**: Upload your curriculum vitae/resumé in PDF format that does not exceed six (6) pages.
   Note: If your file exceeds 6 pages, an error message will appear on the Review page and will prevent submission of your application.
   Il Curriculum Vitae di tipo professionale secondo il modello statunitense (disponibile qui). Non è accettato il formato europeo. Al CV dovrà essere allegato anche l'eventuale elenco di pubblicazioni.

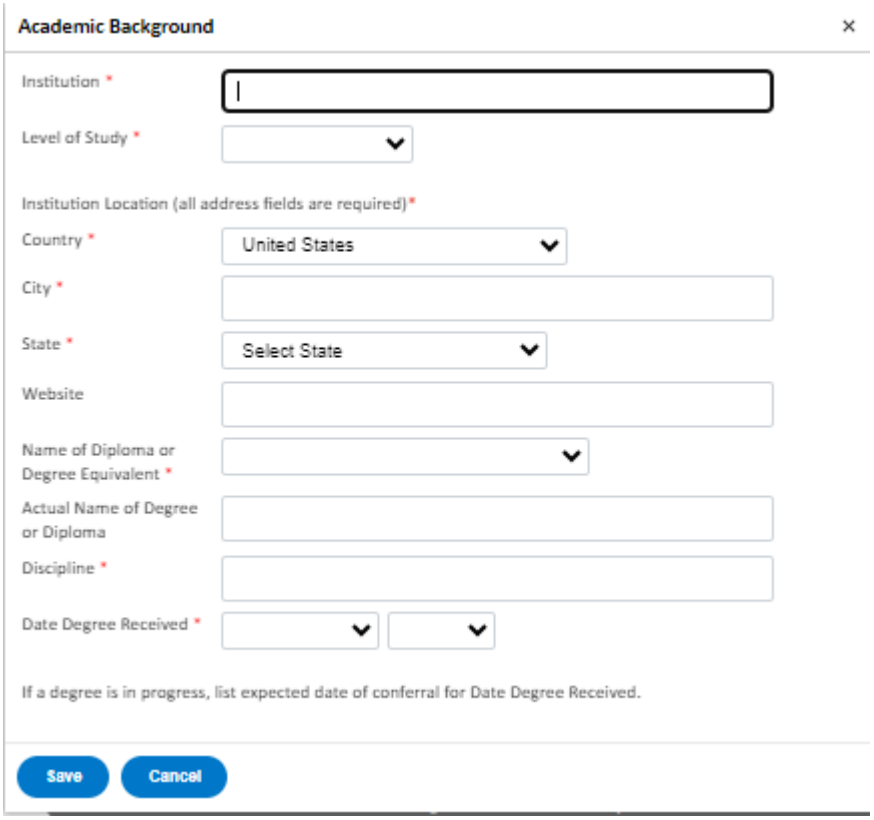
   a. Click *Browse*
   b. Locate and select the file that you previously saved to your computer
   c. Click *Open*
   d. Click *Upload* to complete the file upload



Academic Background: List all post-secondary educational institutions from which you have received a degree or academic credential in reverse chronological order. You MUST include any education institutions you are currently attending (even if you have not yet completed your educational program) and estimated date of graduation/completion.

Per la Laurea Triennale selezionare BA dal menu a tendina.
Per la LS/LM selezionare MA.
Per i Master (I o II livello) selezionare Master's, Not Specified.
Per il Dottorato di Ricerca selezionare Doctorate, Not Specified.
N.B. Non includere il titolo di scuola secondaria superiore.

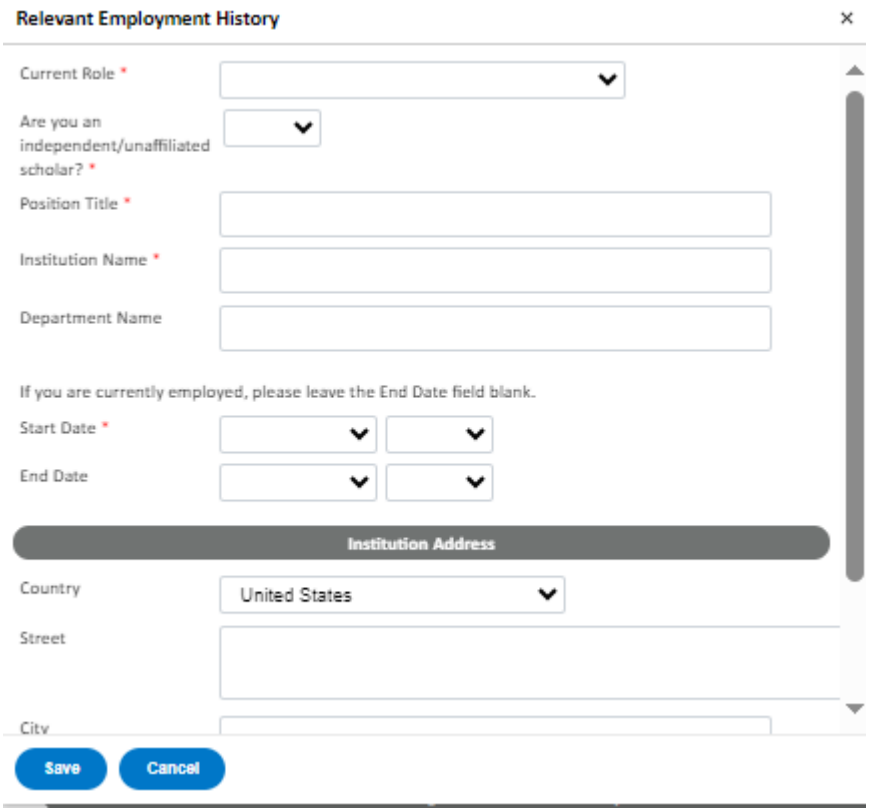
d. Click *Add New Academic Background*
e. Type in the name of the institution
f. Choose the level of study (graduate or undergraduate) from the dropdown menu
g. Select the country where the institution is located from the dropdown menu
h. Enter the appropriate city and region/state
i. Provide the website of the institution (optional)
j. Select the U.S. equivalent of the degree or diploma earned (e.g., BA – bachelor's degree)
k. If relevant, provide the actual name of the degree or diploma (e.g., license) **Specificare in italiano il titolo conseguito (es. Laurea Triennale in Lingue e Letterature, ecc.)**
l. Enter the discipline in which this degree or diploma was earned
m. Select the month and year of the date this degree was received (Month – Year format) from the drop-down menu
n. If a degree is in progress, list expected date of conferral for Date Degree Received.
o. Click *Save*.



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

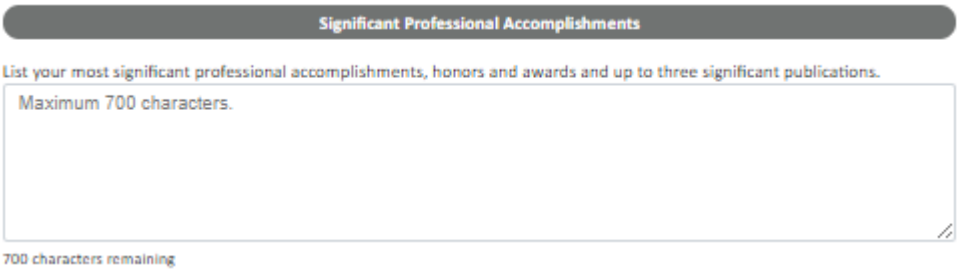
3. **Relevant Employment History**: List your current professional affiliation or employer by clicking *Add Professional Profile*

    a. Choose the role which most closely corresponds to your current role from the dropdown menu
    b. If you are an independent/unaffiliated scholar, check the box underneath the Current Role field. The Institution Name and Department Name fields will disappear after the box is checked
    c. Enter your current position title (e.g. Professor, Assistant Professor, etc.)
    d. Enter the name of the institution and, if relevant, the department where you are currently employed
    e. Enter the start and end dates for the position you entered (Month-Year format). If you are currently employed in this role, leave the End Date fields blank.
    f. Select the country where your current place of employment is located from the dropdown menu. Enter in the street address, city, state/region, and post code as applicable
    g. Click *Save*



4. If you have more than one current position or to add previous employment, click *Add Professional Profile* and follow the instructions above.

5. List your most significant professional accomplishments, honors and awards, and up to three significant publications in the text box.



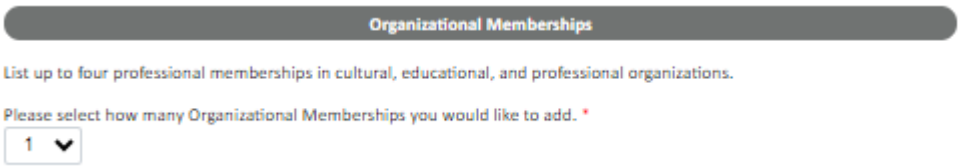
   a. List no more than five accomplishments, honors, or awards
   b. Separate each entry with a semicolon (;)
   c. 700-character limit

6. **Organizational Memberships**: List up to four professional memberships in cultural, educational, and professional organizations.

   a. Select the number of Organizational Memberships you'd like to add (up to 4)
   b. Enter the name of the organization
   c. If you held an elective office in the organization, enter the name of your role (e.g.,

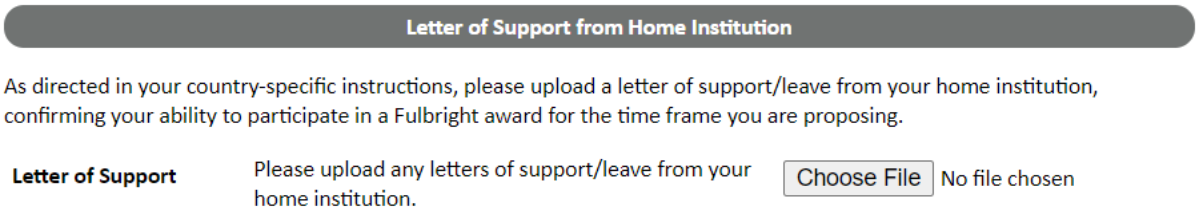
Treasurer)

d. Enter the start and end dates (Month-Year format) that correspond with your membership in this organization.
    - If you are still an active member, leave the End Date blank. e. Click *Save*



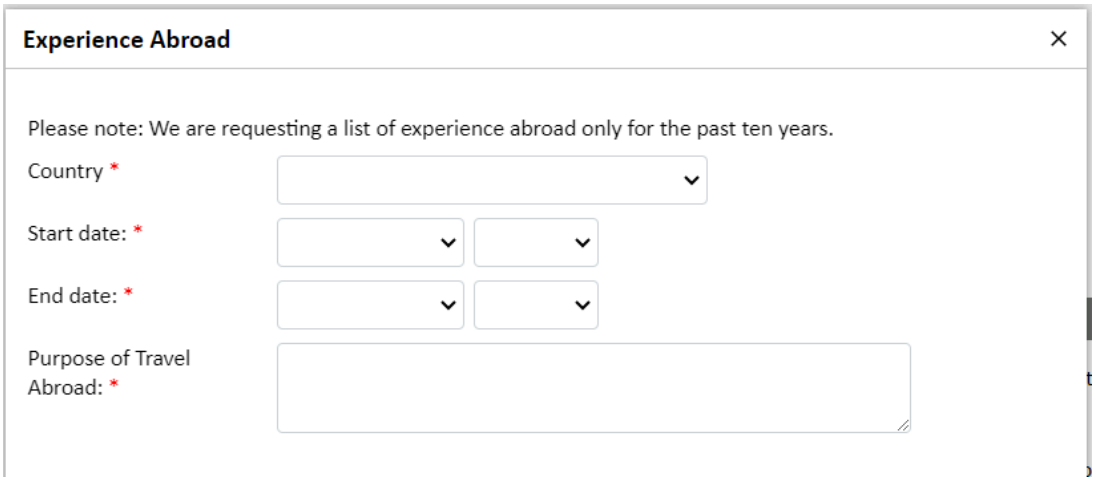
7. **Letter of Support from**: If required by your country-specific instructions, upload a PDF file of your letter of support/confirmation of leave from your home institution, confirming your ability to participate in a Fulbright award.
   Non caricare. La lettera verrà richiesta ai candidati selezionati per procedere nella fase finale del concorso.
   N.B. È responsabilità del candidato accertarsi comunque per tempo con la propria università/istituzione se sussistano le condizioni necessarie per richiedere ed ottenere il congedo retribuito durante la propria permanenza negli Stati Uniti.

    a. Click *Choose File*
    b. Locate and select the file that you previously saved to your computer
    c. Click *Open*



8. **Experience Abroad**: List any professional travel and/or residence abroad that exceeds three (3) months, including any stays in the United States, during the last six years.
    a. Click *Add New Experience Abroad*
    b. Select the country in which you spent your professional travel and/or residence abroad from the dropdown menu provided
    c. Select the start and end dates (Month-Year format) of you travel/residency
    d. Enter the purpose of your travel abroad

e. Click *Save*



f. If you have more than one trip abroad to enter, click *Add New Experience Abroad* again, and follow the bulleted instructions until all entries have been saved.

9. Select 'yes' or 'no' to indicate if you have previously entered the United States on a J-1 or J-2 visa

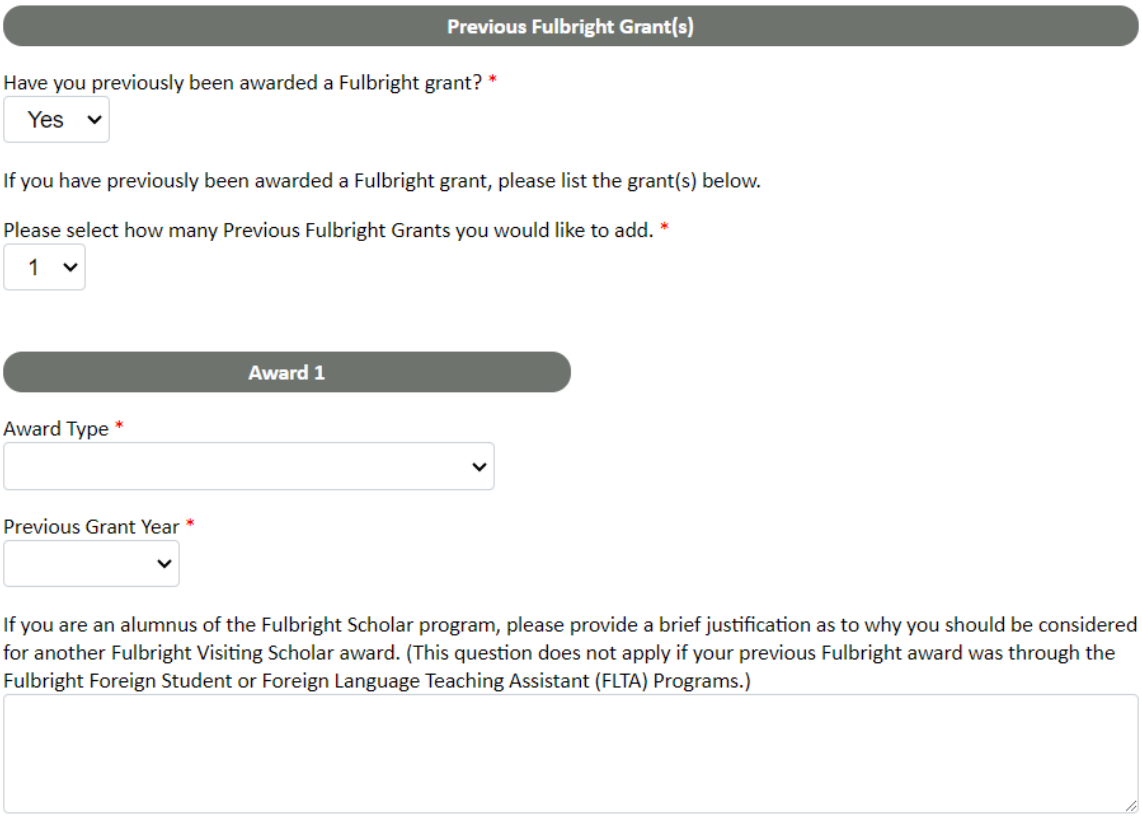
· If 'yes', you are required to select the J category of sponsorship from the list and upload a copy of your previous DS-2019. *If you have participated in a J-1 or J-2 visa exchange program in the Professor or Research Scholar categories, please check with your Fulbright Office to confirm you are eligible to apply for the program at this time.*

Non caricare nell'application ma inviare tramite Scheda del candidato_RS. Da presentare solo in caso di J-1 or J-2 Visa ottenuti negli ultimi 5 anni.

10. Select 'yes' or 'no' to indicate if you have previously been awarded a Fulbright grant.

· If 'yes', indicate the number of prior Fulbright awards you have received (up to four). Then,

a. Select the Fulbright award type from the dropdown menu provided (e.g., Fulbright FLTA, Fulbright Foreign Student, etc.)
b. If you select "Other (please specify)", enter in the name of the Fulbright grant that you received in the "Other, please specify" field
c. Select the academic year that corresponds to the year in which you received the Fulbright grant.

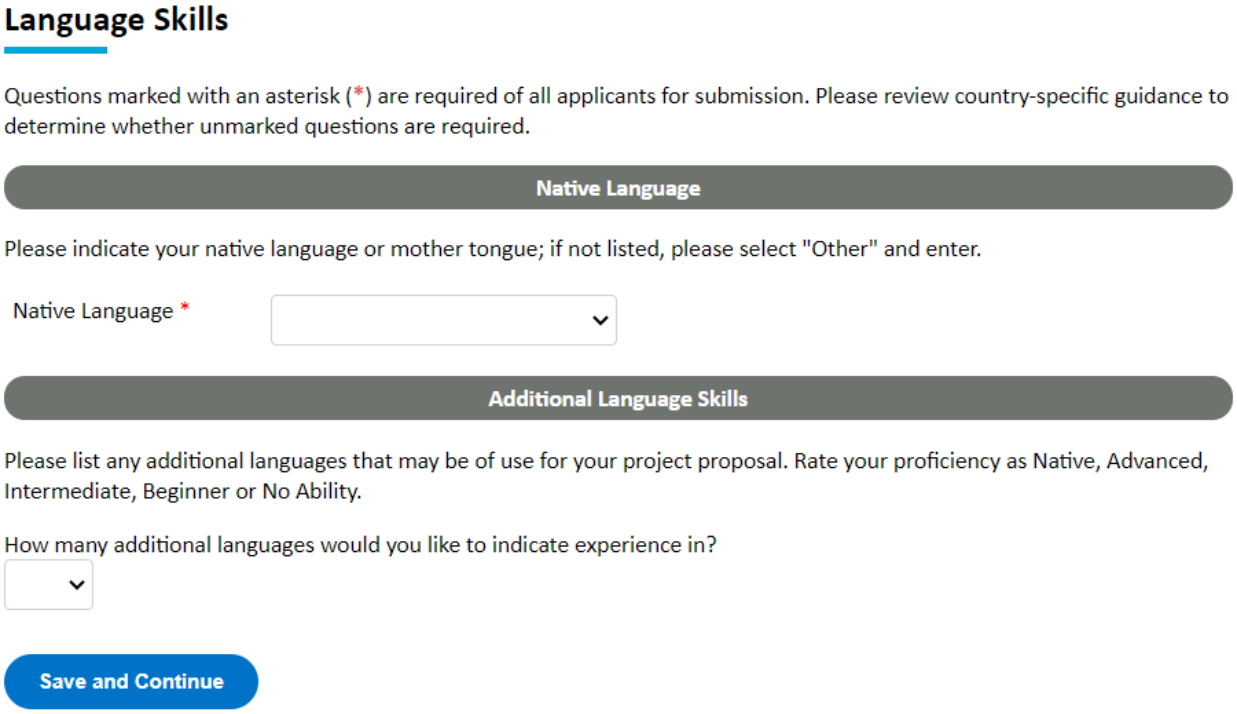


11. If you are applying for another Fulbright Scholar Opportunity, please provide justification as to why you should be considered for another award in the text box.

12. Click *Continue* to save your responses and advance to the next section

Language Skills

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



1. **Native Language:** Select your native language from the dropdown menu provided.

2. **English Language Proficiency**: If your native language is not English, a section collecting your English language proficiency will appear.

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

    La presentazione di una certificazione di lingua inglese **è consigliabile anche se non obbligatoria**. Test accettati sono il TOEFL - *Test of English As a Foreign Language,* IELTS Academic – *International English Language Testing System*, Duolingo o PTE.
    I candidati in possesso della certificazione linguistica la possono inviare tramite la Scheda del Candidato_RS.

3. **Additional Language Skills:** Select the number of additional languages that you would like to include that may be of use for your project or study plans.

    - Select the language you are reporting from the dropdown menu and rate your proficiency in Reading, Writing, and Speaking. Select Native, Advanced, Intermediate, Beginner or No Ability from the dropdown menus as appropriate.

Click “Continue” to save and move to the next section.

Plagiarism Agreement

1. Carefully review the Plagiarism Agreement and indicate your acceptance of the terms by selecting 'Yes' or 'No'.

Plagiarism in any part of your application will result in your disqualification from participating in the Fulbright Visiting Scholar Program.

Plagiarism will be understood to include any of the following:

Presenting wording, statistics or concepts as your own which should be attributed to someone else or to publications (online or offline). This includes, but is not limited to:

- Copying the exact wording of a written source (with or without citation)
- Presenting material with alterations in wording (with or without citation)
- Paraphrasing the content of a source without citation

It is expected that your responses to all questions in the following application will be your own work and writing, with clear citation of secondary sources if describing academic work and the writing of others (including one's own previously published work). Any sources used in the construction of your responses must be clearly cited.

Some US universities and colleges have developed and published policies on the use of generative artificial intelligence (GenAI) on applications for admission or affiliation with their institution. Some institutions may scan applications for the use of language produced by GenAI. While individual institutional policies range widely and policy responses from US universities will continue to evolve, copying language/content produced by GenAI directly into your application may negatively impact admission or affiliation decisions.

N.B. Selezionare "YES" significa avere piena consapevolezza dei seguenti:

Application materials will be processed using software to help identify any instance of plagiarism. Plagiarism in any part of your application will result in your disqualification from participating in the Fulbright Scholar program.

Eventuali contenuti copiati saranno rilevati dai software dell'IIE nell'ultima fase di selezione. Si fa presente che rilevamenti superiori al 10% anche solo in un singolo documento all'interno dell'intera application sono motivo di squalifica dal programma.

Si ricorda che la definizione di "plagio" nell'accademia statunitense ha una valenza molto ampia, includendo tutte le parti dell'Application, compreso il Project Proposal e le Lettere di Referenze (v. pag. relativa).

2. Click *Continue* to save your responses and advance to the next section.

Project Proposal

This section collects information about your proposed project. Please carefully review country-specific guidance to determine if you must submit any additional documentation.

1. Select the category of grant for which you are applying.
    a. If you select Research, you must upload a Bibliography
    b. If you select Teaching/Research, you must upload a Bibliography and Course Syllabus
    c. If you select Teaching, you must upload a Course Syllabus

    Per All Disciplines, e NIAF-Georgetown: selezionare Research. Nell'eventualità in cui il candidato selezionasse *Teaching* o *Teaching/Research* l'*Application* -anche se completata- non apparirà nella giusta interfaccia della piattaforma e non risulterà pervenuta alla Commissione.

    Per Florida Poly e Seton Hall: selezionare Teaching/Research.

2. **Project Statement:** Enter your Project Title in the Project Title field. The project title must be in English. Make sure it is written in AP style: no abbreviations, not all caps; all words of four or more letters should be capitalized, no Oxford commas.

3. **Brief Summary of Project Proposal**: Enter a summary of your Project Proposal in the text box (maximum of 700 characters)

4. **Project Statement Uploader**: Upload a detailed project statement of three (3) to five (5) pages in PDF format
    a. Click *Choose File*
    b. Locate and select the file that you previously saved to your computer
    c. Click *Open*

5. **Bibliography**: If you selected Research or Teaching/Research category of grant, you will be prompted and required to upload a Bibliography of one (1) to three (3) pages of references relevant to the proposed research in PDF format following the instructions above.
    OBBLIGATORIO

6. **Course Syllabi**: If you selected Teaching/Research or Teaching category of grant, you will be prompted and required to upload Course Syllabi of up to ten (10) pages for courses you either propose to teach or have taught in PDF format following the instructions above.
    NON RICHIESTO. Questa voce appare solo ai candidati del bando Distinguished Lecturer

7. **Academic Discipline**:

   Select the most appropriate major academic discipline for your project from the dropdown menu.

   a. Select the most appropriate primary specialization from the dropdown menu.
   b. Enter a brief description of the area of the field in which you plan to specialize/conduct research in the United States in the text box.
      - Some fields (for example, Arts) will ask you if you'd like to upload portfolio materials as part of your application. Select 'yes' or 'no' **COLORO CHE SI CANDIDANO COME "INDEPENDENT SCHOLAR" DEVONO SELEZIONARE "YES" E CARICARE IL MATERIALE NELLA PAGINA PREDISPOSTA CHE SI APRIRÀ DOPO AVER CLICCATO.**
      - **If you select 'yes,' you will be directed to upload your materials on the next page. Please follow the upload instructions listed.**

8. **Intended Grant Period**:
   a. Select your proposed grant length (in months) from the dropdown menu
   b. Enter your proposed grant start and end dates (Month-Day-Year format)

   All Disciplines: concordare con l'università americana un periodo di ricerca della durata dai tre (3) ai sei (6) mesi con inizio **in una data non anteriore al 1 settembre 2027 e non successiva al 31 maggio 2028. Le date dovranno essere chiaramente indicate (giorno, mese, anno) anche nella lettera di invito.**

   NIAF-Georgetown, Florida Poly, Seton Hall: il candidato può specificare la propria preferenza, il periodo della borsa verrà comunque finalizzato dopo la selezione.

9. **Host Institutional Affiliation**: *Visiting Scholars are strongly encouraged to propose to work with no more than one host institution while the United States. This is to ensure that program participants have sufficient time to develop ties to their host institutions and communities, an integral part of the cultural and academic exchange component of Fulbright.* Indicate whether you have already made affiliation arrangements with a U.S. Host Institution by selecting 'yes' or 'no'

   Selezionare "Yes" solo per All Disciplines

   Selezionare "No" per NIAF-Georgetown, Florida Poly, Seton Hall

   a. If 'yes', enter a primary, and, if applicable, a secondary (backup) host institution.
      a. Enter Institution Name
      b. Enter Name and Contact Information of the person at the Institution who will be your primary contact
      c. Enter the address of the Institution
      d. Indicate whether you have received a letter of invitation
      e. Upload the Letter of Invitation (if available) by clicking *Choose File,* locate and select the file from your computer, click *Open*

f. Note: Letters of Invitation should be typed on institutional letterhead and signed. The letter should also contain the proposed grant dates and include day, month, and year for both start and end dates. Please see here a checklist of Letter of Invitation components.

All Disciplines: il candidato dovrà specificare l'università con la quale deve aver già concordato il suo periodo di ricerca e dalla quale deve aver ricevuto la lettera di invito (da inserire nella sezione *Letter of Invitation).* Si ricorda che la lettera di invito deve essere presentata entro la data di scadenza del concorso.

N.B. Al fine di ottenere una lettera di invito ufficiale, alcune università richiedono che i ricercatori stranieri presentino una vera a propria *Application*. L'esito della selezione potrebbe essere disponibile successivamente alla data di scadenza dei concorsi Fulbright. In tal caso, alla scadenza del concorso, IN VIA DEL TUTTO ECCEZIONALE, il candidato dovrà presentare una lettera/email interlocutoria dell'università che comprovi la presentazione dell'*Application* e fornisca indicazione di quando la selezione sarà completata.

In caso di selezione da parte della Commissione, sarà tenuto a presentare la lettera di invito ufficiale entro il 30 aprile 2027 inviandola a fulbright@fulbright.it. In caso contrario la candidatura non sarà confermata.

Il candidato dovrà concordare il progetto di ricerca con **una sola università** che dovrà essere specificata alla sezione ***Host Institution Affiliation***. Qualora il progetto di ricerca dovesse essere necessariamente svolto presso due (2) istituzioni, sarà obbligatorio fornirne la motivazione e indicare la durata del soggiorno presso ciascuna università specificando le date.
In tal caso i periodi dovranno essere consecutivi e saranno necessarie **due (2) lettere di invito ben distinte.**

La lettera redatta su carta intestata del *Department* dovrà essere firmata dal Capo del Dipartimento, *Dean* o *Chair*, che nel testo dovrà fornire le seguenti indicazioni:

1. Breve introduzione e valutazione del programma di ricerca concordato;
2. Data di inizio e durata del periodo di ricerca (giorno/mese/anno);
3. Nome del docente (*Faculty Associate*) cui il candidato farà riferimento e con il quale collaborerà durante il periodo di ricerca;
4. Definizione delle eventuali facilitazioni e strutture messe a disposizione del ricercatore Fulbright;
5. Definizione dell'ammontare degli eventuali aiuti economici erogati dalla università statunitense anche se in forma di alloggio.

b. If 'no', and you are not required to arrange an affiliation before applying, list up to 3 host institution preferences in order of priority
    a. Enter Institution Name
    b. Enter Name and Contact Information of the person at the Institution who you have communicated with previously, OR the main contact for the department that you are interested in joining
    c. Enter the address of the Institution
    d. If you are in contact with the Institution, enter the date (Month-Day-Year form) of your initial contact
    e. Enter a reason for the suggested affiliation

10. **Alternate Awards:** If the country you are applying through allows you to opt in to consideration for other awards offered through their country (refer to the Country Information Page for information), select "yes" and indicate those award names in the box provided.

11. Click *Continue* to save your responses and advance to the next section

Grant and Travel Plans

Questa sezione è considerata strettamente riservata sia dalla Commissione Fulbright sia dall'agenzia statunitense. Le informazioni riportate costituiscono un'anticipazione degli aspetti economici che solo i borsisti selezionati saranno chiamati a confermare. Tutti i candidati devono comunque compilare il campo 1. Financial Information e la sezione 1.b Additional Grants.

This section gathers information on your personal finances, additional grants you may have applied to/received, passport, and accompanying dependents. Please note that these sections may not be required if you are from certain countries. Review country-specific information before completing.

Nota Bene: Ai fini dell'emissione del visto di ingresso negli Stati Uniti *J-1- Exchange Visitor Visa*, per l'elaborazione del modulo DS-2019 il borsista dovrà dimostrare all'IIE di avere una determinata disponibilità di risorse economiche necessarie per coprire le spese di soggiorno *(living expenses)* ed eventuali spese di ricerca.

Tale disponibilità si dimostrerà attraverso la borsa Fulbright e altri fondi: stipendio, *financial aid* da parte dell'università ospitante, altre borse/aiuti finanziari e altri fondi personali.

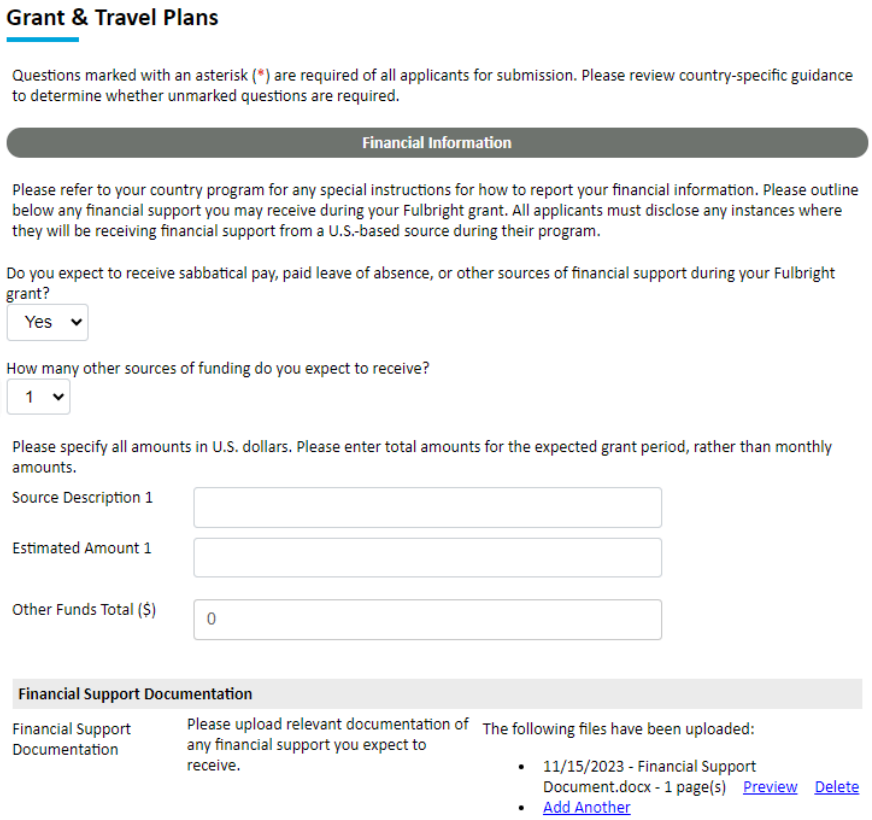
Per quanto riguarda le spese di soggiorno l'IIE comunicherà al borsista, tramite la Commissione, l'entità che può variare indicativamente tra $3.164 e $4.805 mensili in base all'area geografica di destinazione. **La disponibilità di tale cifra sarà considerata parametro obbligatorio e vincolante per l'emissione del DS-2019.**

Pertanto, in aggiunta alla borsa di studio Fulbright che non garantisce la totale copertura dei costi del soggiorno negli Stati Uniti, il borsista dovrà presentare una documentazione che attesti la disponibilità economica di almeno ulteriori $1,500/$3,000 al mese a seconda della zona geografica di destinazione. Per ciascuno degli eventuali familiari a carico dovranno essere calcolati approssimativamente ulteriori $1.000 al mese.

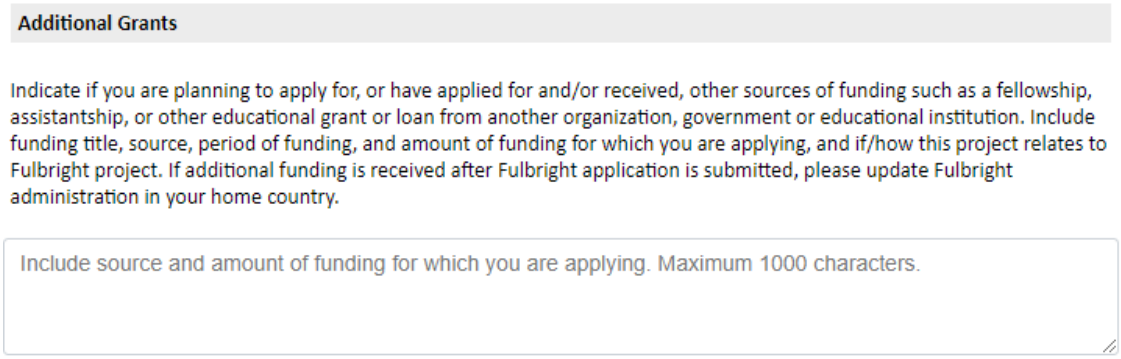
Per i soli borsisti la certificazione economica potrà consistere nella *Letter of Support from Home Institution*, ovvero una lettera della propria università che conferma il nullaosta alla trasferta negli Stati Uniti e l'erogazione dello stipendio per la durata del periodo di ricerca, **e/o** una dichiarazione preferibilmente in inglese della propria banca che dovrà indicare l'entità della somma disponibile a garanzia della copertura del costo del periodo di soggiorno negli Stati Uniti, **o** eventualmente un semplice estratto conto dove appaia il nome del borsista, della banca e il sito internet della banca. **Non sono accettati il modulo CUD o la dichiarazione dei redditi**.

1. **Financial Information**: Select 'yes' or 'no' to indicate if you have other sources of financial support during your Fulbright grant **Selezionare *Yes***

    a. If 'yes', select the number of other sources of funding you expect to receive
        a. Enter Source Description (e.g., NSF grant)
        b. Estimated Amount (in U.S. dollars)
        c. The Other Funds Total field will automatically update based on the amounts provided above
        d. Financial Support Documentation: Once you enter a number for additional sources of funding expected, upload supporting documentation by selecting C*hoose file*, select the relevant file and click *Open*. **Non caricare online. La documentazione verrà richiesta esclusivamente ai candidati selezionati.**



b. **Additional Grants**: Indicate if you are planning to apply for other sources of funding to supplement the Fulbright grant award in the text box (1000-character limit). Include the duration and amount for all funding.



1. **Passport/Travel Document**: If required by your country-specific instructions, upload a copy of your passport or travel document by selecting *Choose File.* **Non caricare on-line**

   Una scansione della pagina con i dati personali e la data di scadenza del passaporto proprio e degli eventuali familiari che lo accompagneranno verrà richiesta solo ai finalisti selezionati. Il passaporto dovrà essere in corso di validità almeno sei mesi dopo il rientro in Italia dall'esperienza Fulbright. Per chi non ne fosse ancora in possesso si raccomanda di iniziare

comunque le pratiche per la richiesta che potrebbero prevedere un lungo periodo di elaborazione, soprattutto durante l'estate.

2. **Accompanying Dependents**: If you wish to bring dependents and it is allowed by your country-specific program, select the number of dependents you intend to have accompany you in the U.S. (select 0 if you do not have dependents or your dependents will not accompany you the U.S.). If you are expecting a child to be born prior to undertaking your exchange, their information will be added later, do not include them at this time. Reach out to your program contact in your home country about any expected children so they can advise and assist.
   Indicare i membri della famiglia che accompagneranno il candidato per la maggior parte o per tutto il periodo di permanenza negli Stati Uniti. Per *Dependent* si intendono coniuge e figli non sposati fino ai 21 anni di età. Non si considerano *Dependent* genitori, fratelli e sorelle, figli oltre i 21 anni di età, conviventi e fidanzati. I *Dependent* entrano negli Stati Uniti con il visto J-2 che riflette le stesse caratteristiche e condizioni del visto J-1 del borsista, inclusa la clausola del *Two-Year Home Residency Requirement* (v. bando di concorso).

   a. If you select 1 or more, you will be prompted to enter required information for each dependent, including relationship to you, name, date of birth, sex, country of citizenship, previously held U.S. J-1 or J-2 visa, and intended length of stay in the U.S. It is required to provide a separate email address for any accompanying spouse.

3. Click *Continue* to save your responses and advance to the next section.

Additional Information

Pagine da lasciare vuote. Saranno eventualmente utilizzate dalla Commissione per completare le *Application* dei candidati selezionati da trasferire negli Stati Uniti all'IIE e al *J. William Fulbright Foreign Scholarship Board*.

1. **Additional Documentation**: Use this section to upload any required additional documentation per your country-specific guidance.

2. **Outreach Survey**: Complete the Outreach Survey. **Obbligatorio**

3. **Outreach Lecturing Fund Question**: Please provide accessible, public-friendly subject areas that you would be comfortable speaking about if you are invited to participate in Fulbright's Outreach Lecturing Fund.

4. Click Continue to save your responses and advance to the next section

Recommendations

Use this section to register your recommenders. Refer to your country-specific instructions for details on the required number of recommenders.

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

Le lettere di referenza devono essere tre (3) e dovranno essere redatte on-line in inglese.

Le lettere sono parte integrante della *Application* e costituiscono uno degli elementi fondamentali su cui si basa il processo di selezione in Italia. Si raccomanda pertanto di riservare particolare attenzione alla ricerca dei firmatari.

Si fa presente che:

- Delle tre (3) lettere almeno una dovrà provenire da un docente dell'università di appartenenza del candidato e una da un docente esterno all'università di appartenenza;
- Delle tre (3) lettere almeno una dovrà evidenziare la potenziale ricaduta dell'esperienza di ricerca Fulbright in ambito italiano;
- Si sconsiglia la presentazione di lettere di referenza provenienti dall'università che ospiterà il borsista negli Stati Uniti.

Allo scopo il candidato entrerà nella sezione ***Recommendations*** e registrerà ciascun *Recommender*. Una volta registrati, i referenti riceveranno un'email di invito a completare la lettera di referenza con i codici d'accesso all'*Application* online del candidato. Ciascun referente potrà in tal modo completare la lettera online provvedendo ad effettuarne il *Submit* finale entro la data di scadenza del concorso.

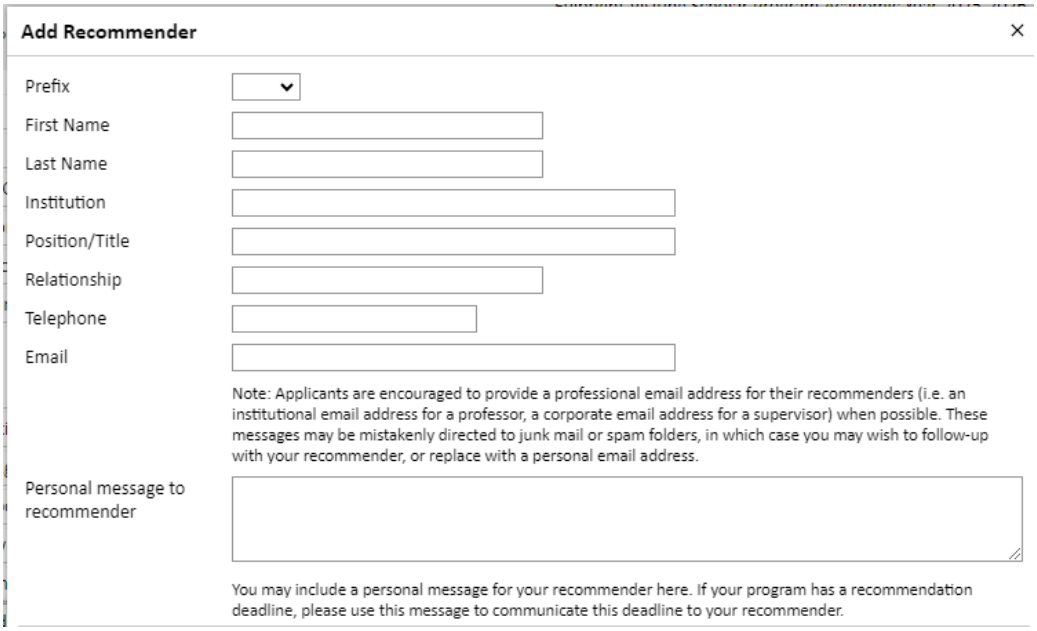
NB.

- Nell'Application devono risultare i nomi dei tre (3) referenti. Pertanto, per una corretta compilazione dell'Application (e per riuscire a chiuderla) sarà necessario inserire i dati anagrafici e l'email dei Recommender e cliccare su invia per invitarli;

- **Sebbene i referenti possano completare le lettere online anche dopo il *Submit* dell'*Application* (come specificato nella sezione "Managing your application"), è responsabilità del candidato controllare che le lettere pervengano entro la scadenza del concorso;**

- **Alla luce del "Plagiarism Agreement", si fa presente che anche le lettere di referenze devono riportare contenuti originali e personalizzati per ciascun referente nei confronti del candidato.**

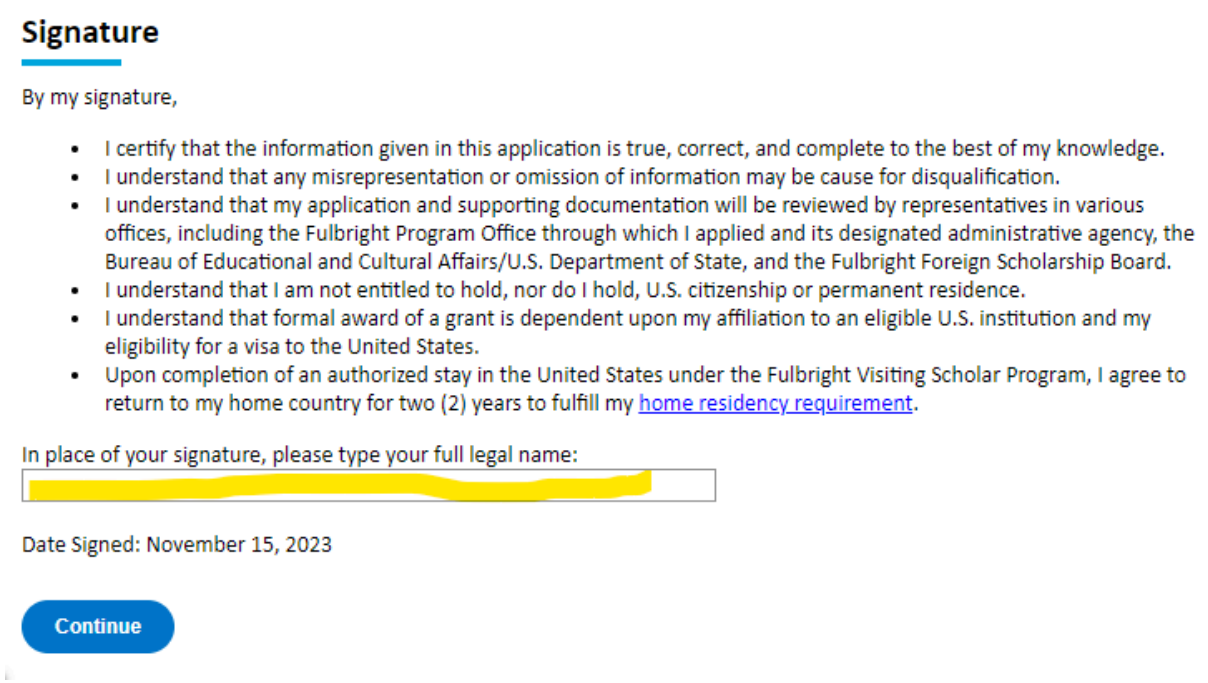
1. Click *Add Recommender*
2. Complete all fields in the pop-up form:



3. Click *Send to Recommender* to generate automatic email to recommender
4. Click *Continue* to save your responses and advance to the next section
5. Once sent, you will have the option to Edit Recommender information if they have not yet started progress on their response and Save, Send Reminders, and Exclude if you wish to remove the recommender and replace with another individual.

Signature

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



Click *Continue* to continue to the next page.

Review

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

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

REVIEW ALL RESPONSES. CLICK SUBMIT APPLICATION.

You will be able to download a PDF of your complete application following submission.

Ricordarsi di compilare anche la Scheda del Candidato_RS come indicato nel bando di concorso.