**Tips for Study/Research in Academic Fields**downloaded from: <http://us.fulbrightonline.org/application-tips/academic#>  
 (see also pages on research ethics, reference letters, transcripts and affiliation letters)

Biographical Data

* **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.
* **Provide an informative project title and abstract:** 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.

Statement of Grant Purpose

**Develop an intellectually-compelling and feasible project or justification for pursuing a graduate degree program:** This is the most important factor in presenting a successful application. The first step is to familiarize yourself with the country summary for the program to which you are applying.  Requirements vary from country to country and while some countries encourage or require applicants to incorporate coursework into a project, others prefer independent research. You should ensure that your Statement of Grant Purpose fits the program guidelines for the host country.

**For research projects**, the Statement of Grant Purpose should address the following points:

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

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

1. How will the culture and politics of the host country impact the work?
2. Will the resources of the host country support the project?
3. 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?
4. Do you have the requisite academic/field-specific background to undertake the proposed research?
5. 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.
6. What are your plans for improving your language skills, if they are not adequate at the time of application?
7. Are there any possible feasibility concerns that the project could provoke?

While acquiring a graduate degree abroad is generally not an objective for most US student grantees, some countries have specific arrangements for awards for graduate degree study. **For applicants who are proposing to complete a graduate degree program**, the Statement of Grant Purpose should address the following points.

1. Why do you want to pursue the proposed program in the country to which you are applying?
2. What are your reasons for selecting a particular institution?
3. Do you have the requisite academic/field-specific background to undertake the proposed program?
4. 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.
5. Do you have sufficient language skills to successfully complete the program?
6. 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 with experience in the host country, as well as their Fulbright Program Advisers, about the feasibility of their proposed projects.

**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 what you are intending to do as part of your Fulbright award . Avoid discipline-specific jargon.

* **Organize the statement carefully:** Don't make reviewers search for information. We urge you to have several people read and critique your Statement, including a faculty adviser, a faculty member outside your discipline, a fellow student, and/or a colleague.
* **Adhere to the following format:**

1. Length is limited to a maximum of **two single-spaced** pages. Longer statements will not be presented to screening committees.
2. Do not include any bibliographies, publications, citations, etc., except those that will fit in the two-page limit.
3. 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, Country of Application, and Field of Study
* On line 3: Your Project Title as it appears in the Biographical Data section of the application

Personal Statement

* **Make it Personal:** This statement provides you with an opportunity to introduce yourself to the screening committee members on a personal level. The style is up to you, but the content should convey your background and your motivation for applying to the specific Fulbright Program in question and how this background relates to the proposed project and your future goals.
* **Do not repeat information from other parts of the application.**
* **Adhere to the following format:**

1. Length is limited to a maximum of **one single-spaced** page. Longer statements will not be presented to screening committees.
2. Use 1-inch margins and Times New Roman 12-point font.

At the top of each page include:  
On line 1: Personal StatementOn line 2: Your Name, Country of Application, and Field of Study   
On line 3: Your Project Title as it appears in the Biographical Data section of the applicationCurrent U.S. Student Non-U.S. Student U.S. Citizen but not a Student Artist [FPA](http://us.fulbrightonline.org/index.php?option=com_content&view=article&id=55&Itemid=188) U.S. Professor Non-U.S. Professor

**Current U.S. Student**

United States citizens who are currently enrolled in undergraduate or graduate degree programs are eligible to apply.  All applicants enrolled in U.S institutions must apply through their home campuses.  [Find the Fulbright Program Adviser](http://us.fulbrightonline.org/applicants/getting-started) on your campus.  
  
If you are an undergraduate student you would be eligible to apply in your senior year.  If you are a graduate student you are eligible to apply to most countries as long as you will not have a PhD degree on the application deadline.

**Non-U.S. Student**

If you are a non-U.S. citizen looking to applying for a Fulbright grant to study in the United States you will apply to the [Fulbright Program for Foreign Students](http://foreign.fulbrightonline.org/) in your home country.

**U.S. Citizen but not a Student**

If you are a U.S. citizen, hold a bachelor’s degree, and do not have a PhD degree then you could be eligible for certain awards within the Fulbright U.S. Student Program.  Please [review the program summary](http://us.fulbrightonline.org/countries/regions) for the country where you would like to apply.

**Artist**

The Fulbright U.S. Student Program welcomes applications in the creative and performing arts.  Arts candidates for the U.S. Student Program should have relatively limited professional experience in the fields (typically 5 years or less) in which they are applying.  Artists with more experience should consider applying for [Fulbright Scholar Program](http://www.cies.org/).

**FPA**

Placeholder

**U.S. Professor**

If you are a U.S. citizen and a professor at a U.S. institution and are interested in applying for a Fulbright Scholar Award you will need to [apply through CIES](http://www.cies.org/us_scholars/).

**Non U.S. Professor**

If you are a non-U.S. citizen and a professor interested in applying for a Fulbright Scholar Award to the United States you would need to apply through the Fulbright Commission or U.S. Embassy in your home country.  Find out more information on the [Fulbright Visiting Scholar Program](http://www.cies.org/vs_scholars/).