



FULBRIGHT COMMISSION IN THE SLOVAK REPUBLIC

Instructions for Completing the Fulbright Visiting Scholar Program Application

Fulbright Commission

Konventná 1

811 03 Bratislava

Slovak Republic

Phone: +421-2-43 191 837

Email: office@fulbright.sk

INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM (selected items)

Please, read the instructions carefully before completing each item!

Before starting to complete the application, please note that one of the crucial application requirements is Slovak citizenship and permanent residency in the Slovak Republic. The Fulbright Scholar grants are designated for PhD holders and advanced scholars.

Your email address is your user ID. **You can log in and out of the application as frequently as you like.**

Section: Preliminary Questions

U.S. Permanent Residency:

If you have or are applying for U.S. permanent residency, you are ineligible for the Fulbright Program.

Country Applying From:

Slovak Republic

Category of Grant:

Select RESEARCH, LECTURE or combination of both.

Section: Program Information

Personal Information:

Full Name: Enter your name exactly as it appears on your passport. We recommend not to use diacritical marks.

Country of Citizenship and Country of Permanent Residence: Slovak Republic

Date of Birth: Month/Date/Year, for example: February 1, 1967 = 02-01-1967

Employment Information:

Current Position and Start Date, Department, Institution: list the name of your department/office and home institution in English

Academic Credentials:

Please, enter the highest degree you have earned as the first one. You may list up to three completed degrees.

Most significant Professional Accomplishment, Honors and Awards and up to Three Publications:

Professional accomplishment may include teaching and research awards, compositions and exhibitions, etc. List up to three significant publications with title, date and publisher's name. A comprehensive listing of significant publications should be included in your curriculum vitae.

Project Details:

Project title should briefly describe the focus of the award activity (for example: "Evaluating Fundamental Tax Reform in a Globalizing World").

Brief Summary of Project Statement:

Rationale in a few sentences, provide a concise overview that easily allows non-specialists to appreciate the significance of the project and any potential contributions to the field. (Keep the given number of characters 700).

Section: Academic & Professional Information**Intended Grant Period:**

Candidates from the Slovak Republic can propose a grant length from three to six months. Indicate as precisely as possible the period during which you intend to carry out your proposed program in the U.S. It is recommended that you plan your program during the U.S. academic year (typically from September through May), when your U.S. colleagues are more likely to be available. The precise date of the scholar visit may be changed after nomination for the grant.

Professional Information:

Please, list also all your previous professional visits to the USA. If you have participated in Work and Travel Program, you do not have to provide us with the DS-2019's copy.

Referees:

List the names and contact information of three persons from whom you have requested a letter of reference. You will need to register your referees also in *Section: Register Recommenders*. By registering the respective persons, you enable them to send the letters of reference directly to the online application system. We strongly recommend to ask for letters of reference online. It is your responsibility to ensure that reference reports are submitted by the application deadline.

English Proficiency:

Indicate your personal assessment of your English language skills. No test is required. However, if you have completed an English language test in the past, you may indicate the score.

Section: Host Institutions

Please, indicate only one institution and provide us with invitation letter from the respective institution. Applications without invitation letter will not be accepted.

If you would like to conduct your research/ lecture stay at more than one institutions, please, contact the Commission.

Section: Contact Information

Accompanying Dependents:

Please, indicate all your accompanying dependents (defined as spouse and unmarried children under the age of 21) you would like to travel with you for at least 80% of your stay. The Commission will assist you in obtaining J-2 visa for all of them. If available, provide us with the scanned copies of passports of all dependents.

Section: Project Statement

The project statement is the most important component of the Fulbright application. It should be three to five single-spaced pages (3,500 words). We recommend to organize your proposal in order of the following points and use them as headings for sections of text in your statement. These points are an indication. You do not have to follow them in this order but should make sure to address them.

Background/Introduction:

Introduce the research topic. Place the project in academic or professional context by referring to major works by others on the subject.

Objectives:

Clearly define the aims of the project.

Methodology:

Describe the project. Explain the approach, methods, timeline and plan you will use (for example, interviews, library or archival research, or laboratory experiments). Indicate whether the proposed research is quantitative or qualitative.

Significance:

Explain the importance of the project for the field, your home country and your own professional development. Indicate what effect you expect to have on your teaching or professional work in your home country. (For example: new approaches to curriculum planning, student advising or pedagogy, expanding knowledge in the field through collaboration with U.S. colleagues). Describe briefly the expected impact of your participation on your home institution, community or professional field.

Evaluation and Dissemination:

Describe plans for assessment and distribution of research results in the Slovak Republic and elsewhere, if applicable.

Justification for Residence in the U.S. for the Proposed Project:

Indicate why it is necessary for the accomplishment of the project to be conducted in the U.S.

English Proficiency:

Describe your schooling in English, use of English and level of competence in speaking, reading and writing.

Section: Curriculum Vitae

The application asks for similar information but provides limited space for answers. In the curriculum vitae, you should expand upon these topics to display more completely your accomplishments.

Section: Letter of Invitation

Letter of invitation should be typed on institutional letterhead and signed. There is no special format for the Letter of Invitation. However, it should specify the name of applicant, the research/lecture activity related to the proposed project during the expected grant period at the host institution as well as projected outcomes. It has to reflect both the existing and planned cooperation in the future.

Section: English Language Proficiency

No test is required. However, if you have completed an English language test in the past, you may upload the results.

Section: Financial Support/Budget

Not required.

Section: Passport

Please, upload current passport bio-data pages of your passport and of all your dependents.

Section: Letter of Support from Home Institution

Not required.

Section: Additional Documentation

Not required.