Top tips for polishing up your application
by Fulbright Program Managers

1. Make sure that your application is neat and easy to read. Do not use a font that is smaller than 11 point, and make sure that the paper copy mailed to IIE is on 8 ½ x 11” white bond paper only.

2. Don’t forget that all applications must be both submitted electronically AND submitted in hard-copy format. Please carefully follow the instructions for printing your online application available on the application system website.

3. Please make sure that any letters being sent directly to IIE arrive on time, and clearly note your full name, host country and field of study at the top of each page of the document.

4. Make sure that your application is received by the deadline.

5. Do not send resumes. They will not be passed on to the screening committee.

6. Make sure that you are not proposing a multi-country project that is not allowed. (i.e., across regions, or with a country(s) that does not allow multi-country projects).

7. Make sure that you are not listing alternate countries as a 2nd or 3rd choice. This is not allowed.

8. If you are applying for one of the English Teaching Assistantship (ETA) programs, be sure to select “Teaching Assistantship”, code 5120 as your field of study. Only applicants applying for an ETA program should use this code.

9. Please keep a paper copy of your application.

10. Please do not staple the application.

11. Make sure to answer both questions asked in item #18 pertaining to felony convictions.

12. Don’t forget to SIGN the application at the bottom of Page 1.