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**UNITED STATES-INDIA EDUCATIONAL FOUNDATION**

**Fulbright House, 12 Hailey Road, New Delhi 110 001**

**2015-2016 Fulbright-Nehru Academic and Professional Excellence Fellowships (FNAPE)**

**FNAPE Applicant Checklist**

Before you submit your online application no later than **July 1, 2014**, please ensure the following:

(Check http://www.clker.com/cliparts/s/1/v/q/p/N/black-check-mark-hi.png against each item on the following list.)

1. \_\_\_\_\_Upload project statement on **page 5** of the online application form. It **should not exceed five single-spaced pages (3,500 words) and 2 MB.** Please follow the instructions depending on the category of grant – **lecturing, research or a combination of lecturing and research**.
2. \_\_\_\_\_Upload **your curriculum vitae or resume** on **page 6** of the online application form. It should provide a complete picture of your educational background, work experience, and all major accomplishments (publications, honors, awards, memberships in associations etc.).It should not exceed six pages and 2 MB. Do not include any photographs.
3. \_\_\_\_\_USIEF **strongly** recommends all applicants to identify institutions with which they wish to be affiliated and to correspond, in advance, with potential host institutions. **You will be affiliated to one U.S. host institution for your grant.** If you have secured letters of invitation from a U.S. institution, please upload on **page 7** of your online application.
4. \_\_\_\_\_Course syllabi (**required only for lecturing and lecturing/research applicants**). Please follow instructions and upload course syllabi on **page 8** of your online application. You will have to provide up to 10 pages of sample syllabi for courses you propose to teach or have taught.
5. \_\_\_\_\_If you entered the United States on a J-1 or J-2 visa, please indicate the J category (professor, research scholar, student, specialist, short-term scholar, etc.) and **upload** copies of your previous DS-2019in the **online application** (should not exceed 2 MB) on **page 10 of the online application for research applicants; page 11 of the online application for lecturing and for research/lecturing applicants**
6. \_\_\_\_\_**Passport (Application page 11 for research; page 12 for lecturing and for research/lecturing applicants):** Please upload the page of your current passport that bears your name, place and date of birth, passport number, place and date of issue. At this stage of your application, passport information for your dependents is not required.
7. \_\_\_\_\_**Bibliography** (**Required only for research and lecturing/research applicants**). If your primary focus is **Research** please follow instructions on **page 12**. If you will combine **research with lecturing** please follow instructions on **page 13** and upload the bibliography accordingly. You will have to provide a list of one to three pages of references relevant to the proposed research.
8. \_\_\_\_\_Please complete the **FNAPE Applicant Annexure**, print and sign before uploading the scanned copy on **application page 15 of the online application.**
9. \_\_\_\_\_**Upload a copy of a recent significant publication (which could be an article or paper) on page 16 of the online application.**
10. \_\_\_\_\_ **If you are employed, please follow the instructions carefully regarding employer’s endorsement. The employer must indicate that leave will be granted for the fellowship period. Please obtain the endorsement from the appropriate administrative authority on the FNAPE Employer’s Endorsement Form. You can download the FNAPE Employer’s Endorsement Form from the Fulbright-Nehru Academic and Professional Excellence Fellowships webpage of the USIEF website** [**www.usief.org.in**](http://www.usief.org.in) **.**Employed applicants can upload the signed **FNAPE Employer’s Endorsement Form** on **application page 17 of the online application**. If you are going to upload the signed FNAPE Employer’s Endorsement Form, **please do not submit your application** until you have uploaded this form.
11. \_\_\_\_\_Request your three referees to submit their reference letters online. You must click on the References button on the Home page of the online application to register your recommenders**. However, if they cannot submit their reference letters online, please provide them the Reference Report Form that you can download from** the Fulbright-Nehru Academic and Professional Excellence Fellowship webpage on the USIEF website ([www.usief.org.in](http://www.usief.org.in)). **Please request your referee(s) to send the completed Reference Report Form** to the **Executive Director, USIEF, Fulbright House, 12 Hailey Road, New Delhi 110 001. All letters of reference should reach** by **July 1, 2014**.

**If you have any questions, please write to** [**ape@usief.org.in**](mailto:ape@usief.org.in)

**Last updated: Feb 19, 2014**