

**APPLICATION FOR A FULBRIGHT STUDENT AWARD
FOR GRADUATE STUDY AND/OR RESEARCH IN THE UNITED STATES
FOR THE ACADEMIC YEAR 2010-2011**

FOR CANADIAN GRADUATE STUDENTS, PROSPECTIVE GRADUATE STUDENTS AND JUNIOR PROFESSIONALS

(If you will have completed your Ph.D. by December 31, 2009, you must complete the application form for faculty members)

APPLICATION DEADLINE: NOVEMBER 15, 2009

Introduction to the Canada-U.S. Fulbright Program

Long regarded as the world's premiere academic exchange program, the Fulbright Program attracts exceptional scholars from more than 150 countries worldwide. Among the fastest growing of the bilateral exchanges is the Canada-U.S. Fulbright Program. With the support of Foreign Affairs Canada, the United States Department of State and a host of private sector partners, the Canada-U.S. Fulbright Program has engaged almost one thousand students and scholars in high-level academic exchange since its inception in 1990. Administered by the Foundation for Educational Exchange between Canada and the United States of America, the Canada-U.S. Fulbright Program strives to enhance mutual understanding between Canada and the United States.

Canada-U.S. Fulbright awards offer Canadian and American students, scholars, and professionals a unique opportunity to explore contemporary issues relevant to Canada and the United States and the relationship between the two countries. In addition to promoting a deeper appreciation of the public policy environment in each country, the Canada-U.S. Fulbright Program strengthens binational collaborative research and facilitates the development of long-term institutional linkages between the two countries.

Who Are Fulbright Scholars

The Canada-U.S. Fulbright Program operates on the principle of reciprocal exchange and provides the opportunity for Canadian and American students and scholars to lecture, research and/or study in their host country. Fulbright award recipients include exceptional students, scholars, and professionals in a wide variety of disciplines at various stages in their academic careers, including prominent and emerging scholars, graduate students, doctoral candidates, post-doctoral researchers and professionals. Alumni of the Canada-U.S. Fulbright Program are leaders among their peers as well as important ambassadors working to further mutual understanding between Canada and the United States.

The Foundation recognizes that excellence is found in all linguistic, ethnic and religious groups without regard for gender, age, sexual preference or race. The Canada-U.S. Fulbright Program encourages applications from all interested and eligible candidates.

Types of Awards

Formal Enrolment Awards are intended for Canadians who plan to enrol in a graduate program at a university in the U.S. Application for acceptance into American graduate programs should coincide with your Fulbright application.

Research Awards are intended for Canadian students enrolled in a graduate program at a Canadian university who wish to conduct research in the U.S. for one academic year. Students may also engage in course work at their American host institution.

Independent Research Awards are intended for candidates who wish to pursue one year of independent research. Applicants must have completed an undergraduate degree and must establish affiliation with a US institution.

General Regulations

While the competition is officially "field open," applications in the following areas are given preference: comparative public policy; public health; international trade; North American integration; security; communications; culture; ecology and the environment; indigenous issues; law; border issues; Canada-U.S. relations; Canadian studies; and, American studies. All applicants are required to demonstrate their project's relevance to the Program's mandate. Candidates who wish to pursue studies as medical students are not eligible. Candidates with medical degrees may receive grants for advanced academic study, but not for internships, residencies, or clinical trials.

All award recipients must be affiliated with an institution in the United States and are responsible for securing such affiliation. Applicants are encouraged to establish an affiliation with the intended host institution at an early stage. Candidates applying in the *Formal Enrolment Award* category must be accepted or anticipating acceptance into a graduate program in the U.S. *Research Award* and *Independent Research Award* candidates must seek a letter of invitation from an academic institution in the U.S. Please note that while most award recipients are affiliated with a university or college in the United States, institutional affiliation may also be secured with a non-profit organization, such as a museum or research centre, as appropriate to the proposed project.

Fulbright award recipients must enter the United States on a J-1 visa under the Exchange Visitor Program. All award recipients must meet current J-1 visa requirements, including the return residency requirement. Accordingly, grantees are required to return to Canada for at least two years at the conclusion of their Fulbright grant.

Eligibility Requirements

- Canadian citizenship at time of application (permanent resident status or landed immigrant status are not sufficient)
- English language proficiency
- Undergraduate degree (completed by August 31, 2010)

Please note that you are not eligible for a Canada-U.S. Fulbright Program award if:

- You are a dual citizen of Canada and the United States
- You currently hold permanent resident status in the United States
- You are currently residing in the United States or are enrolled at a university or college in the United States
- You have resided abroad for five or more consecutive years in the six year period immediately preceding the date of application
- You have already received a Student Fulbright award
- You have had recent substantial experience in the United States (defined as extended study, teaching, research or employment for a period of more than an academic year (nine months) during the past five years.)
- You are currently, or have been in the last year, a local employee of a U.S. mission abroad, or have an immediate family member who works for the U.S. Department of State

Award Provisions

The award is a fixed sum of US\$15,000 for one nine-month academic year beginning in September. Health insurance is also provided. Grantees may use the award towards expenses such as housing, travel, school fees and other academic expenditures. Please note that all Fulbright awards are subject to Revenue Canada and Internal Revenue Service regulations. You should promptly inform the Canada-U.S. Fulbright Program of any change in your academic status or future plans after this application has been submitted.

The Canada-U.S. Fulbright Award Application Process

The Foundation will notify you by e-mail when your complete application package has been received. Please do not contact the Foundation for information on the status of your application. Once your application is determined to have satisfied all eligibility requirements, it will be forwarded to the Canada U.S. Fulbright Program Adjudication Committee for review. At this point, your application will either be recommended or not recommended for a Fulbright award by the Adjudication Committee. All applicants will be notified of the status of their application following the Adjudication Committee meeting. Recommendation by the Adjudication is only the first of several steps in the process and does not guarantee a Fulbright award. The Committee recommends more candidates than available awards. Applications of recommended candidates are then forwarded to the Academic Committee of the Canada-U.S. Fulbright Program's Board of Directors and the J. William Fulbright Foreign Scholarship Board in Washington, D.C. for approval. Applicants are normally notified of the final decision by April 15th.

From Application to Notification: Timetable

Competition Opens	May 1
Application Deadline (references and transcripts must also be postmarked by this date)	November 15
Screening and Assessment Process	November to December
Adjudication Committee Evaluation	January
First-round Notification	Early February
Board of Directors' Academic Committee Review	February
Foreign Scholarship Board Review	February to March
Grantees Notified	April 15

Please Note: Candidates should also be aware of application deadlines at the host institution.

Frequently Asked Questions

Q. Does the Foundation support post-doctoral work?

A. Yes. If you will have received your Ph.D. by December 31, 2009 you must use the application form for Canadian faculty members and experienced professionals. If, however, you will not have completed your Ph.D. by the end of the fall semester, you must complete this application form for Canadian graduate students and junior professionals.

Q. I have not yet been accepted into a graduate program. Am I eligible to apply?

A. Yes. Indicate on the application form that you are in the process of applying to your host institution and forward a copy of the acceptance letter to the Foundation upon receipt. Proof of existing contact with your host institution would be an asset to your application.

Q. Must I return to Canada after completing my degree or research in the United States?

A. Yes. Both the Fulbright regulations and the United States Bureau of Immigration and Citizenship Services require that exchange visitors return to their home countries for a minimum of two years upon completion of the degree or the expiration of the visa.

Q. What grades are required to be considered for a Fulbright award?

A. The Foundation does not have a grade baseline or requirement. Successful candidates have generally scored very high in all course work. Most successful candidates are "A" students, or the best students in their respective fields.

Q. As a research candidate, what are the Fulbright requirements with respect to institutional affiliation?

A. All Fulbright award recipients must be affiliated with an institution in the United States and are responsible for securing such affiliation. While there is no set model, before taking up a Fulbright award each grantee must have obtained a letter of invitation from the person, normally a professor or department head, who will be overseeing their work at the host institution. Normally, affiliation includes access to library and research facilities, use of a computer and network, and a workspace.

Q. I intend to apply to several universities in the United States, should I list them all on the application form?

A. Yes. Please list them in order of preference.

How to Prepare a Competitive Application

- Include a letter of invitation or acceptance from the host institution if possible, or provide proof of communication between yourself and the host institution.
- Write a clear and concise statement of proposed study or research. Your statement should be written in a manner suitable for review by a non-specialist in your field.
- Evaluation criteria include: academic record and professional background; proposed program of study or research project; and adherence to the aims of the Canada-US Fulbright Program.
- Emphasize how your project will enhance understanding of the relationship between Canada and the United States.
- Emphasize how the project will benefit those at the host institution or how the project will contribute to your proposed field of study in Canada and in the United States.
- Proofread your application for accuracy and presentation, ensuring that you have answered all questions.
- Choose references carefully and contact them early.

**APPLICATIONS SHOULD BE MAILED DIRECTLY TO THE CANADA-U.S. FULBRIGHT PROGRAM
and postmarked ON or BEFORE**

November 15, 2009

THE CANADA-U.S. FULBRIGHT PROGRAM
350 ALBERT STREET, SUITE 2015
OTTAWA, ONTARIO K1R 1A4

If you have any questions, please consult our website:

www.fulbright.ca

or contact:

Michelle Emond at memond@fulbright.ca or 613-688-5513

APPLICATION INSTRUCTIONS

General Remarks

1. All forms in this application are to be completed in English and must be typewritten in black ink or printed from a computer. Font size must not be less than 10 points.
2. Every question must be answered completely. Incomplete applications will not be considered. Please limit your responses to the space provided.
3. Please note that neither the application package nor the letters of reference may be submitted by fax.
4. Please submit **SEVEN SETS** (the original and six copies) of items 1 through 5 listed below. Each set is to include one of each item, in the order listed. Please write "original" in the top right corner of the original set and paperclip together (do not staple original). Firmly staple each of the six duplicate sets in the upper left corner. Do not put material in a binder or duo-tang. For all attachments to the application form use 8½" x 11" white paper with 1" margins and 12 point font size.
5. Submit only the items requested; unsolicited materials will not be included in the review process.
6. Completed applications should be returned to the Foundation as soon as possible. Applications received must be post-marked no later than November 15. You will be notified if any part is missing.

A COMPLETE APPLICATION CONSISTS OF ITEMS 1 THROUGH 9 AS DETAILED BELOW.

Please note that items 1 through 5 are to be submitted by the applicant directly to The Canada-U.S. Fulbright Program, along with the checklist (item 9). Items 6 to 8 are to be submitted directly to the Canada-U.S. Fulbright Program by the issuing institution or referee.

1. Canadian Student Application Form

All sections must be completed. The application form provides an overview of your most important accomplishments and your research/study objectives in addition to providing biographical information. Do not write *Please see attached CV* in any of the fields.

2. Statement of Proposed Study or Research

The *Statement of Proposed Study or Research* is an important component of your application package and is required of all applicants. You should take great care in writing a clear and detailed description of the project you intend to pursue. For all types of awards, you must demonstrate that residence in the United States is essential for your project, that knowledge in a particular area of learning will be advanced, and that plans have been made for the dissemination of the results both in Canada and the United States. Clearly show your project's relation to the study of the United States or the relationship between Canada and the United States and demonstrate the way in which mutual understanding between the two countries will be enhanced (i.e. development of long-term institutional linkages, relevance to contemporary public policy debate, shared knowledge in a particular area of study, etc). For additional instructions specific to each award category, applicants should consult the information below.

Your *Statement of Proposed Study or Research* will be evaluated on its academic merit, feasibility of the project, and suitability to the program. It must not exceed four pages.

Formal Enrolment Category

- discuss proposed program of study
- identify specific areas of interest within your chosen field of study
- outline any planned or required research papers to be undertaken, such as a thesis
- identify degree expected and anticipated date of completion
- if your proposal is part of a longer-term project, please elaborate
- explain choice of institutional affiliation
- describe project goals and end-product
- discuss the significance of the project for the field

Research and Independent Research Categories

- discuss research questions
- explain methodology to be employed
- outline expected timeline for completion of project
- if your proposal is part of a longer-term project, please elaborate
- explain choice of institutional affiliation
- describe project goals and end-product
- discuss the significance of the project for the field
- attach a one-page select bibliography (in addition to 4 page statement of proposed research)

3. Curriculum Vitae

Please submit a curriculum vitae, not to exceed four pages. Please include scholarships or fellowships held at present or in the past, academic honours or prizes that you have received (with titles and dates), a list of publications (especially in your proposed field of research), professional societies or other organizations in which you now hold membership or in which you have been active in the past, teaching experience and research activities, in addition to employment and volunteer work.

4. Personal Statement

Please submit a one-page narrative statement discussing your professional and academic development as well as future plans. With reference to your personal qualities and experience, please discuss your ability to represent Canada in the United States. Your 'Personal Statement' should not be a mere listing of facts, nor should it repeat the content of your statement of proposed study or research or C.V. Rather, it should include information about your education and career, scholarly activities, special interests, and the reason for which you wish to study or conduct research in the United States. Given that the Canada-U.S. Fulbright Program seeks to further mutual understanding between Canada and the United States, please highlight any experiences that demonstrate your ability to adapt to other cultural settings, a willingness to share with or learn from others of different national identities, and your ability to act in an ambassadorial capacity for Canada. Please note that your Personal Statement is limited to one page.

5. Letter of Invitation

Include a letter of invitation or acceptance from your host institution or, if you have not received a letter, please attach any relevant correspondence from the institution in the United States. If you have not yet received any correspondence from the host institution, please forward the correspondence to the Canada-U.S. Fulbright Program upon receipt.

6. Confidential Letters of Reference

Please arrange for the submission of letters from three persons qualified to evaluate your academic and professional development and personal suitability to the program. Letters of reference should be written by professors under whom you have studied or pursued research or by someone who has supervised you in the workplace. Where applicable, one reference should be from your thesis supervisor. Letters of reference should be written in English and should not be written by persons related to you either by blood or marriage, or by personal friends. A cover sheet is provided in this application package for distribution to each of the referees. You may also direct your referees to www.fulbright.ca/en/graduatestudent.asp where the cover sheet is available separately to download. Please also provide each referee with a copy of your statement of proposed study or research.

7. English Language Proficiency Report

If your first language is not English, you are required to submit a language proficiency report to attest to your competence in English. Please see attached English Proficiency Report for further details.

8. Confidential Transcripts

An official transcript is required from each university or post-secondary institution that you attended, including those schools from which you did not receive a degree. Official transcripts from each post-secondary institution should be mailed directly to the Foundation by the issuing institution. Transcripts must be submitted in English or accompanied by an official translation.

9. Canadian Student Application Package Checklist

Please complete this form and submit it to the Canada-U.S. Fulbright Program with your application package.

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THE CANADA-U.S. FULBRIGHT PROGRAM
350 ALBERT STREET, SUITE 2015
OTTAWA, ONTARIO K1R 1A4

If you have any questions, please consult our website:

www.fulbright.ca

or contact:

Michelle Emond at memond@fulbright.ca or 613-688-5513

CANADIAN STUDENT APPLICATION PACKAGE CHECKLIST

Applicant Name _____

Title

First

Middle

Last

Completed Checklist

Original Document Package

Use a temporary fastener (paperclip) **DO NOT** use Staples
Applications must be typed. Handwritten applications will not be accepted.

Canadian Student Application Form

Complete all sections of this fillable form
Do not direct reader to "attached C.V."
Please ensure that you have signed your application form.

Project Statement

Up to four (4) pages **maximum**. Use 12 point type with 1 inch margins.
Supporting document: Bibliography (if conducting research)

Curriculum Vitae

Up to four (4) pages **maximum**.

Personal Statement

One (1) page **maximum**. Use 12 point type with 1 inch margins.

Letter of Invitation/Acceptance Attached

Letter Not Expected

Letter will be forwarded

Include a letter of invitation/acceptance or any relevant correspondence from your host institution. Please forward relevant documentation received subsequent to the submission of your application to the Canada-U.S. Fulbright Program.

Six (6) Copies of Original Document Package

Secure each set of copies with 1 staple in the upper left hand corner.

Letters of Reference

Please list each of the referees from whom letters of reference are forthcoming.

	Referee 1	Referee 2	Referee 3
Name	_____	_____	_____
Institution	_____	_____	_____
Phone	_____	_____	_____
Email	_____	_____	_____

English Language Proficiency Report

If English is NOT your first language you are required to submit a language proficiency report to attest to your competence in English. Please see the English Language Proficiency Report for further details.

English Language Proficiency Report NOT Required

English is my first language

English Language Proficiency Report Attached

English is **not** my first language

Report Will be Forwarded

Transcripts

Please list each of the institutions from which transcripts are forthcoming.

_____	_____	_____
_____	_____	_____
_____	_____	_____

PLEASE SUBMIT YOUR APPLICATION
POSTMARKED ON OR BEFORE **NOVEMBER 15, 2009**
THE CANADA-U.S. FULBRIGHT PROGRAM
350 ALBERT STREET, SUITE 2015
OTTAWA, ONTARIO K1R 1A4