

FULBRIGHT STUDENT APPLICATION INSTRUCTIONS

**For Canadian applicants to the Fulbright Foreign Student Program
Awards to be taken up in the 2025-2026 academic year**

**Competition opens May 15, 2024
Applications accepted until November 15, 2024**

Application: <https://apply.iie.org/ffsp2025>

Read all instructions carefully before completing the application.

Applicants may only apply for one award per application cycle.

Applications are completed online and must be **submitted by 11:59pm on November 15, 2024.**

A complete listing of eligibility criteria and award conditions is available at www.fulbright.ca.

Key criteria for applicants are:

- a) Canadian citizenship
- b) NO U.S. Citizenship, Permanent Residency, or Birth
- c) Not living/residing, enrolled, or working, in the United States during the 2024-2025 academic year
- d) Undergraduate degree completed by June 2025
- e) Proficiency in English appropriate to the project

Grantees must comply with all [J. William Fulbright Foreign Scholarship Board \(FFSB\) policies](#)

and all [United States governmental regulations regarding visas, immigration, travel, and residence](#).

All Fulbright grantees enter the United States under a J-1 [Exchange Visitor Visa](#). In doing so they are subject to a two-year home-country physical presence requirement.

Helpful Tips

- Avoid using ALL CAPITAL LETTERS. Use upper and lower case (e.g. John Smith, **not** JOHN SMITH).
- Make sure that you spell your name correctly and in English; do not use diacritical markings.
- Use only alphanumeric characters in the data fields. Special characters and accents (ã, é, ç, ñ) may not input correctly.
- While the online application will provide instructions for a field/section, please remember that specific guidance is also provided in this application instructions package.
Please read all instructions carefully.
- All fields in this application are to be completed in English.
- Check to make sure the information you added into the text boxes completely displays.
*For some text boxes, there is a character limit. Avoid using hard returns in text boxes.
Some dialogue boxes may require you to scroll to the bottom to complete all fields.*
- Some fields are “required.” In other words, you will not be able to SUBMIT your application until all required items are completed. When you get to the **REVIEW** tab, your application will be checked for completeness. You will be prompted to enter the missing information.
- Take care to answer all questions to the best of your ability.
- To ensure your entries are saved, press the **CONTINUE** button at the bottom of each page.
- Supporting documents (*Study/Research Objective, CV, etc.*) should use a font size of at least 11pts.
- Once you SUBMIT your application, you can no longer make changes to it.

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General Information

The application is supported by all modern browsers. We highly recommend that you use a current version of [Google Chrome](#), which supports Windows, Mac, and Linux platforms.

Prior to starting an application, please complete the following steps:

Step 1: Learn requirements for submitting an application

Before you begin an application, contact Fulbright Canada (info@fulbright.ca). This is the Fulbright Program Office in the country from which you are applying (Canada). Deadline dates and application requirements for a Fulbright grant will vary from country to country. You must make sure you are eligible to apply.

Additional information and a list of participating countries can be found here:

<https://foreign.fulbrightonline.org/>.

Step 2: Record user name and password in a safe place

Your email address is your user name. When you create an account for this online application, record your password in a secure place. You can log in and out of the application as frequently as you like using your user name and password. If necessary, you can reset your password by clicking the “Forgot Your Password” link on the log-in page.

Step 3: Complete the application

You do not need to complete this application at one time. You can re-enter at any time to edit your application. However, once you SUBMIT your application, you CANNOT make changes to it.

To complete your application correctly, please answer all questions completely and carefully. Review these additional tips:

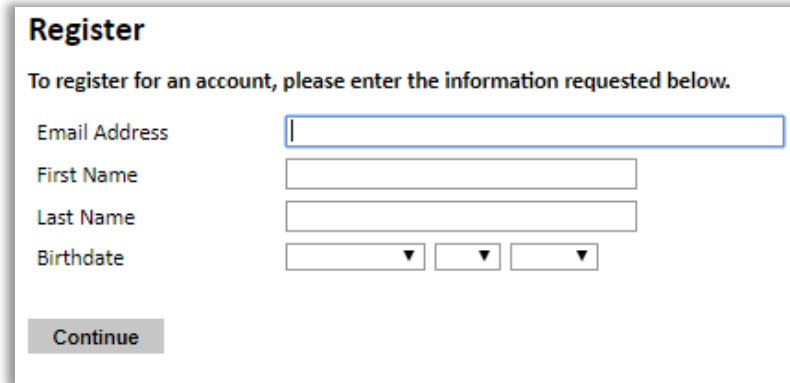
- Use upper and lower-case letters (e.g. John Smith). Avoid using all capital letters (e.g. JOHN SMITH). Do not use special characters, such as accent marks.
- You can copy and paste information into all text boxes.
- Limit your responses to the space provided in all text boxes.
- Prepare required documents and save them in PDF format. It is highly recommended that to preserve any formatting and special characters in your documents, you upload them in PDF format.
- Some questions are “required.” They are marked with an asterisk (*). You will not be able to submit your application until all required items are complete.

Step 4: Submit the application

Once you have entered all required information, including recommenders, review your application for errors. If all information is correct, submit your application. Once you submit you CANNOT make changes to your application.

Creating Your Online Account

1. To start, click *Create an account*.
2. Enter your email address, first name, last name, and select your date of birth (Month-Date-Year) from the drop-down menus. **Your name must be entered exactly the way it appears (or will appear) on your passport.**



Register

To register for an account, please enter the information requested below.

Email Address

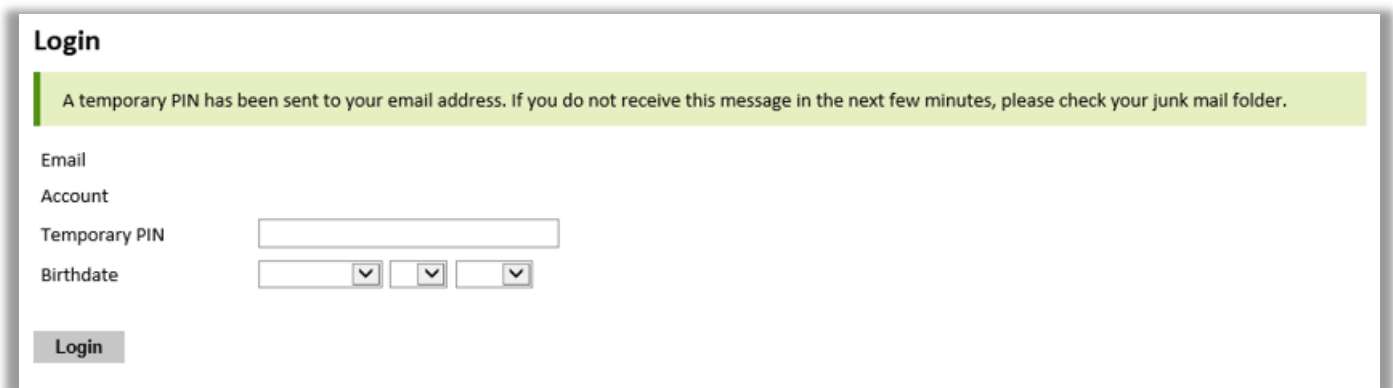
First Name

Last Name

Birthdate

Note: Use an email address that you will be able to access for at least two years after submitting your application. This is the email address you will use to log in to your application account. We recommend you do NOT use a work email address if you will not have access to it during your grant in the U.S.

3. Click Continue. You will receive an email from apply@iie.org confirming that you have started the application. The email will include a temporary PIN. Follow the instructions in the email to activate your account using the temporary PIN.
4. You will be prompted to enter your PIN and then create a password to complete login.



Login

A temporary PIN has been sent to your email address. If you do not receive this message in the next few minutes, please check your junk mail folder.

Email Account

Temporary PIN

Birthdate

Set Password

To protect the security of your account, please specify a new password. The password must meet complexity requirements.

New Password

New Password (again)

- ✘ At least one letter
- ✘ At least one capital letter
- ✘ At least one number
- ✘ Be at least 12 characters
- ✘ New passwords must match

Set Password

5. Returning users: Click *Login* and enter your email address and password. If you do not remember your password, click *Forgot your password?* and follow the resulting instructions.

Managing Your Application

EDITING YOUR APPLICATION PRIOR TO SUBMISSION

1. You may log in at any time to review and edit your application form, upload documents, and enter recommender information.
2. Remember to save your application after completing each page by pressing the *Continue* button at the bottom of each page.

Note: The application will automatically log you out after 60 minutes of inactivity, so it is best to save your application frequently.

REVIEWING YOUR APPLICATION AFTER SUBMISSION

1. After you SUBMIT your application, you CANNOT make any changes.
2. You may continue to log in to your account to view the information you have submitted, save a PDF of your application form, and manage your recommenders.
3. You can manage your recommenders by clicking on the *Recommendations* section of the online application.

LETTERS OF RECOMMENDATION

1. Letters of recommendation will be submitted directly to Fulbright by the recommenders you registered via your application.
2. Letters of recommendation and language evaluations may be submitted before or after you submit the application.
3. If your recommender is unavailable, you will have the option to exclude the recommender and add an alternative after you submit the application.

Preliminary Questions

These questions address essential program eligibility. All questions are required.

Preliminary Questions

Through which program country are you applying? *

Canada ▼

To which academic year are you applying? *

▼

Do you hold or are you applying for: *

1. U.S. citizenship; or
2. Dual citizenship with the U.S.; or
3. U.S. permanent residency?

▼

Have you reviewed and do you meet all program eligibility requirements for the country through which you are applying? *

▼

1. Select the country through which you are applying for the Fulbright grant from the dropdown menu. Select **“Canada”**. Selecting any other country will send your application to the Fulbright office in that country and Fulbright Canada will not receive it. If the Fulbright Canada office does not receive your application, it cannot be reviewed or considered for a Canada-U.S. Fulbright award.
2. Select the appropriate program year from the dropdown menu. Select **“2025-2026”**.
3. U.S. Citizenship, Dual Citizenship with the U.S. or Permanent Residency: select ‘Yes’ or ‘No’ to indicate your response.
*If you are a U.S. Citizen, or you have or are applying for U.S. Permanent Residency, you are **not** eligible for a Fulbright award from Canada to the United States.
Applicants cannot be U.S. citizens or permanent residents of the U.S. to participate in the Fulbright Foreign Student Program.*
4. Select ‘Yes’, ‘No’, or ‘Unsure’ to indicate if you are aware and meet all program eligibility requirements.
*Review the [program eligibility requirements](#) before proceeding.
Please email info@fulbright.ca to contact the Fulbright Canada office.*
5. Carefully review the IIE Data Privacy statement. Indicate your acceptance of data privacy terms by selecting ‘Yes’ or ‘No’.

6. Select 'Yes' or 'No' to indicate if you meet all employment eligibility requirements.
*If you select 'Yes', please provide details of employment or association.
Applicants or applicants' immediate family cannot have been employed by the stated organizations and/or agencies within the year prior to application.*
7. Select 'Yes' or 'No' to indicate whether you waive your right to review the information contained in the evaluations submitted by recommenders on your behalf.
8. Click *Save and Continue* to save your responses and advance to the next section.

Country Information

1. Review all information in this section!
2. Note the **Contact Information** for Fulbright Canada.
Fulbright Canada website: www.fulbright.ca
3. Note the **Program Information** for the student programs at Fulbright Canada.
*Ensure the Current Application Competition Year is "2025-2026"
Deadline Information: November 15th, 2024*
4. **Select** an Award.
*This is the primary award to which you are applying.
You can Select/Change Award at any time until you SUBMIT your application.*
5. *Note if **Supplemental Forms** are available.*
6. Click *Continue* to proceed to the next section.

Personal Information

Enter all required biographical information. Please review country-specific guidance (provided in the Country Information section of the application) to determine whether you must provide additional information.

1. **Name:**

Enter your name exactly as it appears on your passport.

Note the field for a preferred or casual name (e.g. Alex instead of Alexander).

2. **Name on Previous Records:**

If your name is recorded differently on any previous records, list it in this section (e.g. maiden name).

3. **Biographical Information:**

The birthdate that you used to create your account will automatically appear.

If this date is incorrect, you may correct it now.

Enter your city of birth, country of birth, sex (as it appears or will appear on your passport or travel document), preferred gender identity, marital status, and limitations that require accommodation, if any.

4. **Citizenship Information:**

Select your country of citizenship, additional countries in which you hold citizenship, and country of permanent residence from the dropdown menus provided.

If applicable, enter your national identification number and any additional countries in which you hold citizenship.

To select multiple countries, hold down the CTRL (PC) or Command (Mac) button when selecting options.

5. Click *Save and Continue* to save your responses and advance to the next section.

Contact Information

Enter all required contact information.

1. **Addresses:**

Select the country where you live from the dropdown list first when entering your permanent address (i.e. physical address where you live).

Based on your country selection, the subsequent fields will change to match the address format of that country.

Complete the remaining address fields. Do not use accents or special characters.

Select 'Yes' or 'No' to indicate if your current mailing address (i.e. the address where you receive mail) is the same as the permanent address you entered above. *They do not have to be the same. If you answer 'Yes' to this question, proceed immediately to the next section.*

If you answer 'No,' then a second address section will appear where you may enter your mailing address.

2. **Telephone Numbers:**

Enter your contact numbers as appropriate. Include the country code. If the field turns red, please review the numbers that you have entered to look for any errors.

To find the correct country code, click on the blue 'country code' link.

3. **Email:**

The email address used to create your account will appear in the primary email address field and will not be editable. You may provide an Alternate/Secondary Email that can be used to contact you if Fulbright Program Officers cannot reach you via your primary email address.

Note: All system-generated emails will continue to go to your primary email address.

4. **Emergency Contact Information in Your Home Country:**

Please enter the appropriate information. The individuals you list may be contacted in the event of an emergency while you are participating in grant activities.

When entering the address, choose the country that corresponds to your emergency contacts' address first, and the following fields will update to match the address format of the selected country.

5. **Emergency Contact Information in the United States (Not Required):**

This information is **NOT** required for applicants from Canada.

If you would like to provide emergency contacts, please enter the appropriate information. The individuals you list may be contacted in the event of an emergency while you are participating in grant activities. You can leave this section blank if you do not have contacts in the United States. You will have the opportunity to update this information in the future.

When entering the address, choose the country that corresponds to your emergency contacts' address first, and the following fields will update to match the address format of the selected country.

6. Click *Save and Continue* to save your responses and advance to the next section.

Academic & Professional Information

This section collects information about your academic and professional background, including your curriculum vitae/resumé, academic degrees, professional experience, awards and recognitions, and experience abroad.

Prepare and upload documents in PDF format as required. Note any page limits and ensure your documents do not exceed page limits.

Curriculum Vitae/Resume

1. Upload your curriculum vitae/resume in PDF format that does not exceed four (4) pages. Follow the detailed requirements under this section on what your curriculum vitae/resume should include.

Note: If your file exceeds 4 pages, an error message will appear on the Review page and will prevent submission of your application.

- a. Click *Choose File*
- b. Locate and select the file that you previously saved to your computer
- c. Click *Open*
- d. To remove the selected file click *Choose File* then click *Cancel*

Curriculum
Vitae/Resume

Please upload a document that does not exceed four
(4) pages.

Choose File

No file chosen

Academic Background

2. List all post-secondary educational institutions from which you have received a degree or academic credential in **reverse chronological order**. You **MUST** include any education institutions you are currently attending (even if you have not yet completed your educational program) and estimated date of graduation/completion.
 - a. Click *Add New Academic Background*
 - b. Enter the name of the institution
 - c. Choose the level of study (graduate or undergraduate) from the dropdown menu
 - d. Select the country where the institution is located from the dropdown menu
 - e. Enter the appropriate city and region/state
 - f. Provide the website of the institution (optional)
 - g. Select the U.S. equivalent of the degree or diploma earned (e.g., BA – bachelor’s degree)
 - h. Provide the actual name of the degree or diploma (e.g., license)
 - i. Enter your final cumulative GPA and the highest possible GPA
 - j. Select the month and year of start and end dates (Month – Year format) that you attended this institution*
 - k. Select the date (Month-Year format) that you received your degree from this institution*
*If a degree is in progress, list expected end date
 - l. Click *Save*

Academic Background

Institution* *

Level of Study* *

Institution Location (all address fields are required)* *
Country* *

City* *

State* *

Website

Name of Diploma or Degree Equivalent* *

Discipline/Subject* *

Actual/Local Name of Degree or Diploma* *

Final cumulative GPA (grade point average)* *

Highest Possible GPA of Academic Institution* *

Enrolled From* *

Enrolled To* *

If a degree is in progress, list expected date of conferral for Date Degree Received.
If your course does not result in a degree list the end date of the course for Date Degree Received.

Date Degree Received* *

3. To add additional entries for post-secondary educational institutions, click *Add New Academic Background* and follow the instructions above.

Professional Experience

4. List your current professional affiliation and any relevant previous professional experience by clicking *Add New Professional Experience*.
 - a. Choose the role which most closely corresponds to your current role from the dropdown menu
 - b. Enter your position title (e.g. Director, Assistant Director, etc.) or type of work (e.g. accounting)
 - c. Enter the name of your employer
 - d. Enter the department name (optional)
 - e. Select the start and end dates for the position you entered (Month-Year format). If you are currently employed in this role, leave the End Date fields blank.
 - f. Select the country where your current place of employment is located from the dropdown menu. Enter in the street address, city, province/state/region, and postal code as applicable
 - g. Click *Save*

Professional Experience

Role* *

Position Title / Type of Work

Employer Name* *

Department Name

If you are currently employed, please leave the End Date field blank.

Start Date

End Date

Employer Address

Country

Street

City

State

Postal Code

5. If you have more than one current position and/or relevant professional experience, click *Add New Professional Experience* and follow the instructions above.

Awards and Recognitions

6. Enter a list of the following items into the text boxes provided (all text boxes have a 250-word limit). If you do not have anything to add, leave text boxes blank:
- Any scholarships and/or fellowships you currently or previously received (include the source or sponsor, amount, where held and duration)
 - Any academic honors and prizes that you have received in the text box (include any titles and/or dates)
 - Any books, articles, and/or theses published by you, particularly in your proposed field of study (include the title, place, and date of publication)
 - Any teaching experience (current or previous positions)
 - Any research you have completed or in which you are currently involved
 - Any memberships in professional organizations, or licensing obtained by a professional organization

Experience Abroad

7. List any travel, study or residency you have had abroad (in any country other than your own) for more than one month within the past 10 years. This can include time overseas for education, research, business, vacation, etc.
- Click *Add New Experience Abroad*
 - Select the country in which you spent your professional travel and/or residence abroad from the dropdown menu provided
 - Select the start and end dates (Month-Year format) of your travel/residency
 - Enter the purpose of your travel abroad
 - Click *Save*

Experience Abroad

Please note: We are requesting a list of experience abroad only for the past ten years.

Country* *

Start date:* *

End date:* *

Purpose of Travel Abroad:* *

8. If you have more than one trip abroad to enter, click *Add New Experience Abroad* again, and follow the instructions until all entries have been saved.

9. Select 'Yes' or 'No' to indicate if you have previously entered the United States on a J-1 or J-2 visa
If 'Yes', you are required to select the J category of sponsorship from the list and upload a copy of your previous DS-2019.

Previous DS-2019(s)

Please upload a copy of your previous DS-2019(s).

Choose File

No file chosen

10. Select 'Yes' or 'No' to indicate if you have previously been awarded a Fulbright grant.

If 'Yes', you are required to list the grant(s):

- Select the number of Previous Fulbright Grants you would like to list from the dropdown menu.
- The number of awards will appear depending on your answer.
- Select the Fulbright award type from the dropdown menu provided (e.g., Fulbright FLTA, Fulbright Foreign Student, etc.)
- If you select "Other (please specify)", enter in the name of the Fulbright grant that you received in the "Other, please specify" field.
- Select the academic year that corresponds to the year in which you received the Fulbright grant.
- Repeat steps c – e for the rest of the previous Fulbright awards, if applicable.

Previous Fulbright Grant(s)

Have you previously been awarded a Fulbright grant? *

Yes ▾

Please select how many Previous Fulbright Grants you would like to add. *

2 ▾

If you have previously been awarded a Fulbright grant, please list the grant(s) below.

Award 1	Award 2
Award Type *	Award Type *
<input type="text"/>	<input type="text"/>
Previous Grant Year *	Previous Grant Year *
<input type="text"/>	<input type="text"/>

11. Click *Save and Continue* to save your responses and advance to the next section.

Academic Materials

This section collects copies of your unofficial transcripts and/or diplomas.

Please upload scans of transcripts from post-secondary institutions. Include transcripts from completed and uncompleted programs that you have attended.

Diplomas are not required unless granted a medical degree.

1. Update the list of institutions by either returning to the Academic & Professional Information page and updating your academic background or by clicking *Add Institution*.
2. Enter the name of the institution from which you received your transcript/diploma.
3. Review the institution information (which you provided in the Academic Background section). If this information is incorrect, please return to the previous page to edit.
4. Select *Choose File* and locate the desired file on your computer. Click *Open*.
You may upload transcripts/diplomas as a multi-page document or upload single page documents. PDF, JPEG, and TIFF image files are all accepted.
5. Click *Save*. Repeat these steps for all applicable institutions.
6. Click *Continue* to save your responses and advance to the next section.

Language Skills

This section collects information about your native language, English language skills, and any additional languages that are relevant to your project proposal.

1. Select your native language from the dropdown menu provided.

English Language Proficiency

2. If your native language is not English, a section collecting your English language proficiency will appear.

Rate your English language proficiency in Reading, Writing, and Speaking.

Select Native, Advanced, Intermediate, Beginner or No Ability from the dropdown menus as appropriate.

Additional Language Skills

3. Select the number of additional languages that you would like to include that may be of use for your project or study plans.
4. Select the language you are reporting from the dropdown menu and rate your proficiency in Reading, Writing, and Speaking.
Select Native, Advanced, Intermediate, Beginner or No Ability from the dropdown menus as appropriate.
5. Click *Save and Continue* to save your responses and advance to the next section.

Standardized Test Scores

This section collects information about standardized test scores that you have taken or will take in the future. Standardized tests include TOEFL, GRE, GMAT and IELTS. Standardized test scores are often required for admission to U.S. institutions.

Note: a GRE or GMAT is NOT required for a Fulbright Canada application. The only test results that should be uploaded here are for TOEFL or IELTS, if applicable.

1. Select *Add Test*
2. Select the test type from the drop down menu
3. Select the test date from the drop down menu (Month-Day-Year format).
If you have not yet taken the test, enter the date that you are registered for the test
4. Enter your test scores, if you have the results from the test
5. Click *Save*. Repeat these steps for all applicable standardized tests
6. Click *Continue* to save your responses and advance to the next section



The screenshot shows a form titled "Add Test". It contains two main sections: "Type" and "Test Date". The "Type" section has a single dropdown menu. The "Test Date" section has three separate dropdown menus for the month, day, and year.

7. If you enter test scores, you will be redirected to the Score Reports section, where you will upload copies of your available score reports
 - a. Click *Choose File*
 - b. Locate and select the file that you previously saved to your computer
 - c. Click *Open*
 - d. Click *Save and Continue* to save your responses and advance to the next section.

Plagiarism Agreement

1. Carefully review the Plagiarism Agreement and indicate your acceptance of the terms by selecting 'Yes' or 'No'.
2. Click *Save and Continue* to save your responses and advance to the next section.

Study Plan

This section collects information about your proposed plan of study in the U.S.

- Select the degree objective to which you are applying:
 - a. If you plan to enroll in an MA program, select "Master's".
 - b. If you plan to enroll in a PhD program, select "Doctorate".
 - c. DO NOT select "Non-Degree".
 - d. If you are an independent researcher, or conducting research for your MA or PhD program, select "Visiting Student Researcher". DO NOT select: "Master's" or "Doctorate".
 - e. DO NOT select "Other".
- Select the most appropriate major field of study from the dropdown menu.
Note: Some fields will trigger a prompt to upload portfolio materials as part of your application. Once you click *Save and Continue*, you will be directed to upload your materials under the section "Portfolio". Please follow the upload instructions listed.
- Enter a brief description of the field in which you plan to specialize in the U.S. in the text box.
- Enter a brief description of your future plans in the text box.

Intended Grant Period

- Enter your proposed length of stay in the U.S.
- Select your proposed date of arrival in the U.S. (Month-Day-Year format)

Study/Research Objective

- Upload a statement of your study/research objectives up to four (4) pages including bibliography in PDF format.

Note: If your file exceeds 4 pages, an error message will appear on the Review page and will prevent submission of your application.

IMPORTANT: Provide your **name** and a **descriptive title** at the top of the first page.

A **descriptive title** can be up to 15 words and concisely describes the nature of your study/research. For those formally enrolling, please be more descriptive than “Master’s in Political Science”.

Your text may be single or double spaced, but must use a font size of at least 11 pts.

Contrary to the instructions on the online application, you are **encouraged to mention specific U.S. institutions at which you would like to study or conduct research.**

Remember that your statement must be suitable for review by boards who may have no expertise in your field.

- a. Click *Choose File*
- b. Locate and select the file that you previously saved to your computer
- c. Click *Open*

The Fulbright Canada Adjudication Committee will consider:

- Merits of the proposal
- Research and design methodology or study plan
- Suitability of your academic training or professional experience to the project
- Project feasibility and potential to advance knowledge
- The need to reside in the U.S. to complete the research or study
- The project’s potential impact

Personal Statement

- Upload a personal statement up to two (2) pages in PDF format.

Note: If your file exceeds 2 pages, an error message will appear on the Review page and will prevent submission of your application.

Begin with your **name** at the top of the first page.

Your text may be single or double spaced, but must use a font size of at least 11 pts.

Your personal statement should emphasize your motivation in pursuing studies or conducting research in the United States and describe what in your personal and professional experience has led to this path. This should not be a narrative of the attached CV.

- a. Click *Choose File*
- b. Locate and select the file that you previously saved to your computer
- c. Click *Open*

The Fulbright Canada Adjudication Committee will consider personal qualities relevant to the Fulbright Program, such as your ability to function as a cultural ambassador for Canada.

Proposed U.S. Institution

- List the U.S. university/institution that you plan to attend and to which you have been admitted. Attach a copy of your admission letter or letter of invitation.
 - a. Begin typing the name of the U.S. institution. Choose the institution from the dropdown menu.

Letter of Invitation

Fulbright Canada recommends applicants identify one primary and two alternate placements.

- Upload a letter of admission or letter of invitation from your primary U.S. host institution, if you have received one.

Students applying for Formal Enrolment must provide proof they have started or submitted their application for admission in the United States. Because we appreciate that most institutions may not inform you of your success before the Fulbright application deadline, upload a copy of an email acknowledging receipt of your application.

Some universities begin the admission application process after the Fulbright application is due. In these instances, please forward your acknowledgement of receipt to info@fulbright.ca as soon as it becomes available.

- a. Click *Choose File*
- b. Locate and select the file that you previously saved to your computer
- c. Click *Open*

Applied U.S. Institutions

1. Select 'Yes' or 'No' to indicate if you have applied or intend to apply to any U.S. institutions.

If 'Yes', you are required to list the institution(s):

- a. Select the number of Applied U.S. institutions you would like to list from the dropdown menu.
- b. The number of institutions will appear depending on your answer.
- c. Begin typing the name of the U.S. institution. Choose the institution from the dropdown menu.
- d. Enter the specific name of department
- e. Select the date you applied for the institution (Month-Day-Year format)
- f. Enter the term you applied for
- g. Enter year you applied for
- h. Select the result of your application from the drop-down menu
- i. Select 'yes' or 'no' to indicate if you are still interested in pursuing this program

Applied U.S. Institutions

Have you applied, or do you intend to apply, to any U.S. institutions? *

▾

List all programs to which you have applied or intend to apply in the United States.

Please select how many Applied U.S. Institutions you would like to add. *

▾

Applied U.S. Institution 1

Institution Name *

Specific Name of Department *

Date Application Made *

 ▾ ▾ ▾

Term Applied for

 ▾

Year Applied For

Result of Application

 ▾

Are you still interested in pursuing this program?

 ▾

2. Click *Save and Continue* to save your responses and advance to the next section.

Grant & Travel Plans

This section gathers information on your personal finances, additional funding you may have applied for/received, passport, and accompanying dependents. Please note that these sections may not be required if you are from Canada. Review the below Canada-specific guidance before completing.

Financial Information (Not Required)

NOT REQUIRED. Information that you provide in this section will not be referenced when processing your application. Should you be selected for an award, you may be contacted for additional information.

Passport/Travel Document

1. Upload a copy of the biographical page of your passport.
Should you get a new passport after your application is submitted, please send a copy to Fulbright Canada (info@fulbright.ca).
 - a. Click *Choose File*
 - b. Locate and select the file that you previously saved to your computer
 - c. Click *Open*

Accompanying Dependents (Not Required)

NOT REQUIRED. Information that you provide in this section will not be referenced when processing your application. Should you be selected for an award, you may be contacted for additional information.

2. Click *Save and Continue* to save your responses and advance to the next section.

Additional Information

Additional Documentation

Country-Specific Materials: Not Required

Supplemental materials: Not Required

Additional Documentation: Use to upload additional documentation in support of your application.

Outreach Survey

Please complete the Outreach Survey.

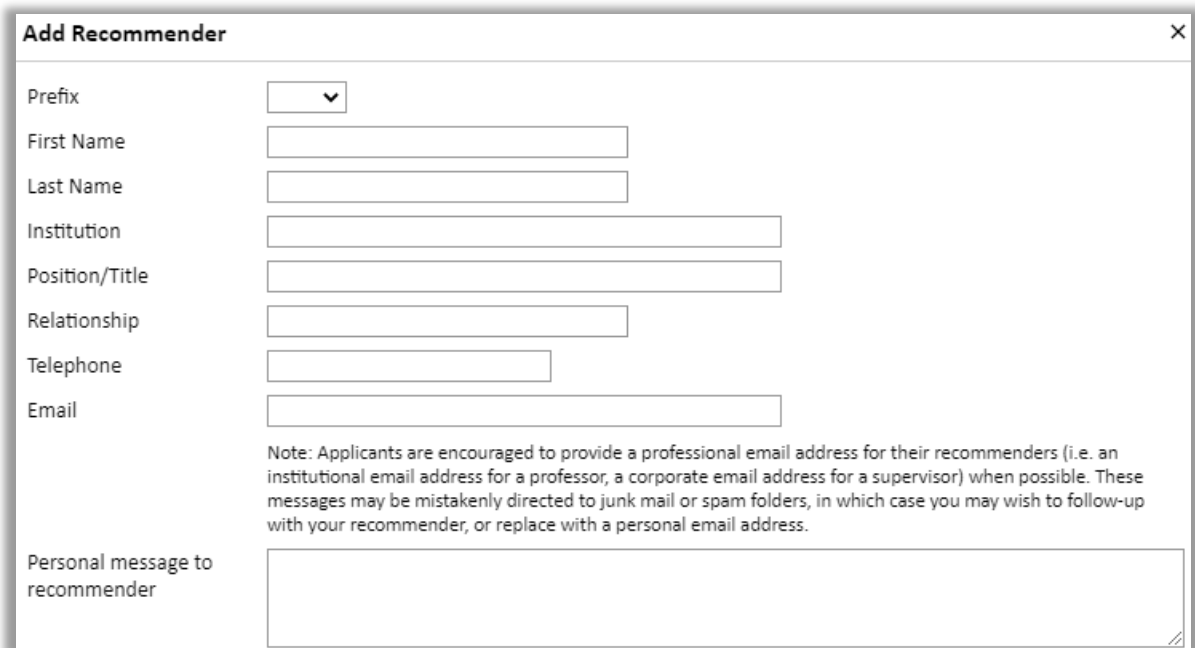
Click *Save and Continue* to save your responses and advance to the next section.

Recommendations

Use this section to register your recommenders. Applicants for Fulbright Canada student awards require three (3) recommenders.

Once you register your recommenders, they will receive an automatic email with instructions on completing the online recommendation form. You can track the status of recommendations, send reminders, and add/delete recommenders through this system before **and** after submission of your application.

1. Click *Add Recommender*
2. Complete all fields in the pop-up form:



The screenshot shows a pop-up window titled "Add Recommender" with a close button (X) in the top right corner. The form contains the following fields:

- Prefix: A dropdown menu with a downward arrow.
- First Name: A text input field.
- Last Name: A text input field.
- Institution: A text input field.
- Position/Title: A text input field.
- Relationship: A text input field.
- Telephone: A text input field.
- Email: A text input field.

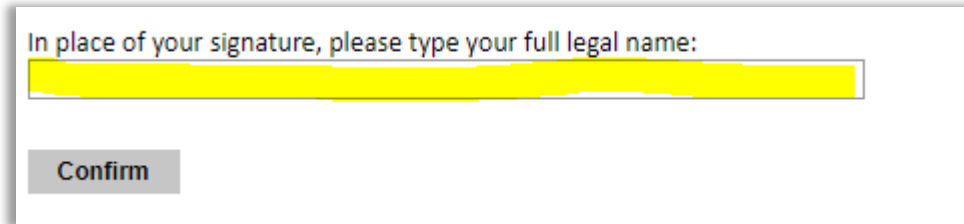
Below the Email field, there is a note: "Note: Applicants are encouraged to provide a professional email address for their recommenders (i.e. an institutional email address for a professor, a corporate email address for a supervisor) when possible. These messages may be mistakenly directed to junk mail or spam folders, in which case you may wish to follow-up with your recommender, or replace with a personal email address."

At the bottom of the form, there is a text area labeled "Personal message to recommender".

3. Use the Personal message to recommender to remind them to submit by November 15th.
4. Click *Send to Recommender* to generate automatic email to your recommender.
5. Once sent, you will have the option to Edit Recommender information if they have not yet started progress on their response and Save, Send Reminders, and Exclude if you wish to remove the recommender and replace with another individual.
6. Click *Continue* to save your responses and advance to the next section.

Signature

Certify that the information you provided in the application is true and complete by typing your full legal name in the Signature Box:



In place of your signature, please type your full legal name:

Confirm

Click *Confirm* to continue to the next page.

Review

The application will review the responses entered and will display any incomplete questions and required attachments that are missing.

- If no errors appear, then your application is ready for submission.
- If any errors appear, correct or complete these sections and return to the Review section to determine if your application is ready for submission.
- View and download the Application Proof. You must still submit your application online.
***Do not** send the proof by mail as your application.*

REVIEW ALL RESPONSES.

Note: Once you SUBMIT your application, you can no longer make changes to it.

Click Submit Application

You may continue to log in to your account to view the information you have submitted, save a PDF of your application form, and manage your recommenders.

Additional Guidance

This section provides additional guidance you may use for your Statement of Study/Research Objectives, Personal Statement, and Recommendations.

Statement Of Study/Research Objectives

Whether you are applying for a research project or a degree program, the proposal should indicate a clear commitment to the U.S. community and a description of how you will engage with it. **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.

Format

- The statement of Study/Research Objectives consists of no more than four single-spaced pages, including a Bibliography, in PDF format.
- Use a font size of at least 11pts.
- Begin the statement of Study/Research Objectives with your name, country, and the project title at the top of page one.

For applicants **proposing study/research projects**, address the following points:

- What do you propose to do?
- What is innovative about the research?
- What are the specific research goals and methodologies?
- What is important or significant about the project?
- What contribution will the project make toward the Fulbright goal of promoting cultural exchange and enhancing mutual understanding?
- When will you carry out the project? Include a rough timeline.
- Why does the project have to be conducted in the United States?
- Where do you propose to conduct your study or research? Why was this location(s) chosen?
- Why do you want to undertake this project?
- What are your qualifications for carrying out this project?
- How will your project help further your academic or professional development?
- How will you engage with the host country community?

For applicants proposing to **enroll in a graduate degree program**, address the following points:

- What is the proposed program to which you are applying?
- Why do you want to pursue the proposed program?
- Why enroll in a program in the United States?
- What are your reasons for selecting this program?
- Where do you propose to enroll?
- What are your reasons for selecting this institution?
- What is the timeline for this program?
- How do you meet the requisite academic/field-specific background to undertake the proposed program?
- What contribution will your enrollment in this program make toward the Fulbright goal of promoting cultural exchange and enhancing mutual understanding?
- Do you have the flexibility and dynamism necessary for active involvement in the U.S.?

Personal Statement (up to 2 pages)

This statement should be a narrative that provides a picture of yourself as an individual. It should deal with your personal history, family background, influences on your intellectual development, the educational, professional, and cultural opportunities to which you have been exposed, and the ways in which these experiences have affected you. Also include your special interests and abilities, career plans, and life goals, etc. It should not be a recording of facts already listed on the application or an elaboration of your statement of your study/research objectives. It is more of a biography, but specifically related to you and your aspirations relative to the specific Fulbright Program to which you have applied.

Recommendations

You must include three recommendation letters as part of your application. The authors should be the three individuals who can best speak to your ability to carry out the project being proposed. They should discuss your intellectual and professional preparation, and your ability to represent Canada abroad. You should provide your recommenders with a copy of the statement of your study/research objectives when requesting the recommendation letter. The recommendation letter should NOT simply be a character reference, as this will be of no value in assessing your ability to complete the proposed project.

Suggestions for your referee to comment on, as appropriate:

- ✓ Feasibility of the applicant's proposed project in terms of the resources available and the research environment at the proposed host.
- ✓ Appropriateness of the project and subject matter for the proposed host.
- ✓ Suitability of the proposed research methodology given the topic and the applicant's background.
- ✓ Ability of the applicant to successfully carry out the proposed research project and/or degree program within the allotted grant period.
- ✓ Linguistic preparation for the proposed plan.
- ✓ Applicant's ability to adapt to a different cultural environment and to represent Canada as a cultural ambassador.
- ✓ If in the arts, comment on the applicant talent and potential for growth.
- ✓ Any other factors which you believe may have a bearing on the applicant's experience in the U.S.