2023 – 2024 Fulbright Scholarship Cohort Australian <u>Postgraduate</u> Applicant Instructions

All other award applicants please use other instructions available on website
https://www.fulbright.org.au/applicants/australian-applicants/

Application cycle **opens** January 18, 2022 at 09:00 AEDT

Application cycle **closes** July 6, 2022 at 23:59 AEST

Please read this document in full before commencing your application

This document provides step-by-step instructions for Australians on how to complete the application correctly. Applicants are encouraged to print this document and keep it nearby as they complete the application.

- Applicants applying in this cycle, if successful, must commence their program between 1 August 2023 – 31 May 2024, please consider this when planning your proposed program.
- Late applications will not be accepted.
- Please read the eligibility requirements on the website before commencing an application.
- Recommenders must submit their statements online before the application deadline above to be included in the application.
- All applications must be completed (using these instructions) via the online application portal.
- Please read this document in full to prepare the necessary documentation before commencing your application.
- Please review your completed application before submitting it, using the checklist provided to ensure all elements are included.

Table of Contents

General Information

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

Prior to starting an application, please read the below information.

Step 1: Learn the requirements for submitting an application
Before you begin an application, please visit the Australian Fulbright website for comprehensive information on suitability, eligibility and application requirements for a Fulbright scholarship
https://www.fulbright.org.au/applicants/australian-applicants/

Step 2: Record username and password in a safe place
Your email address is your username. 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 username 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:
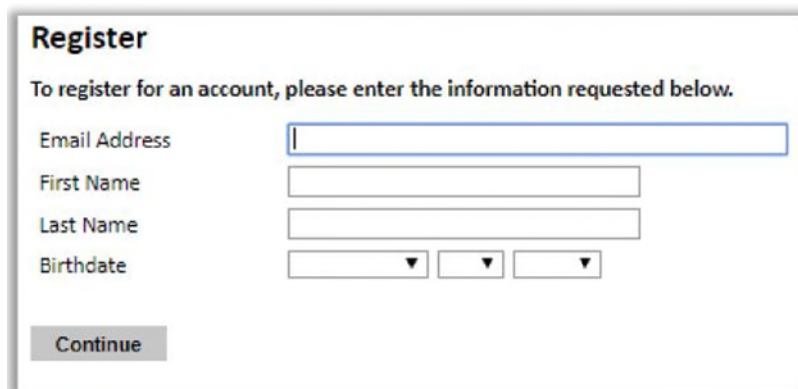- Use upper and lower-case letters (e.g., John Smith). Avoid using all capital letters (e.g., JOHN SMITH). Do not use special characters, such as accent marks.
- You can copy and paste information into all text boxes.
- Limit your responses to the space provided in all text boxes.
- Prepare required 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, but your referees can still submit their reports prior to the deadline for them to be considered by Fulbright.

Creating Your Online Account

1. Go to https://apply.iie.org/ffsp2023

2. Please read all instructions carefully before completing the application.
3. To start, click *Create an account*.

4. 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

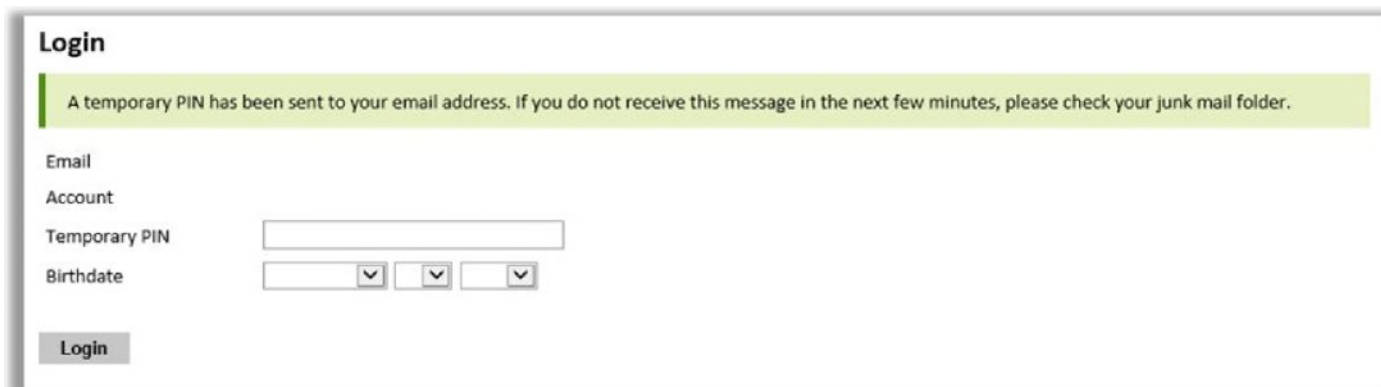To register for an account, please enter the information requested below.

Email Address	
First Name	
Last Name	
Birthdate	▼ ▼ ▼

Continue

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 United States. Applicants who have applied in previous years must use the same email address that they used in previous years.

5. 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.

6. 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	▼ ▼ ▼

Login

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

7. Returning users: Click *Log in* and enter your email address and password. If you do not remember your password, click *Forgot your password?* and follow the resulting instructions. Ensure you click on the 2023 – 2024 cycle to start a new application.

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. Once you register your recommenders, they will receive an automatic email with instructions on completing the online recommendation form.
2. Letters of recommendation will be submitted directly to Fulbright by the recommenders you registered via your application.
3. Letters of recommendation and language evaluations may be submitted before or after you submit the application.
4. 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. **Please note you are applying for 2023-2024 academic year.**

1. Select the country (Australia) through which you are applying for the Fulbright grant from the dropdown menu.

2. Select the appropriate program year (2023-2024) from the dropdown menu.

3. U.S. Citizenship, Dual Citizenship with the U.S. or Permanent Residency: select 'yes' or 'no' to indicate your response.
    a. Please note applicants cannot be U.S. citizens or permanent residents of the U.S. to participate in the Fulbright Visiting Scholar Program, but may hold dual citizenship in another country

4. Select 'yes', 'no', or 'unsure' to indicate if you are aware and meet all program eligibility requirements.
    a. These instructions are used for many countries associated with Fulbright, please visit the Australian-American Fulbright website to review the program eligibility requirements https://www.fulbright.org.au/applicants/australian-applicants/

5. Select 'Yes' or 'No' to indicate if you meet all employment eligibility requirements.
    a. Applicants or applicants' immediate family cannot have been employed by the stated organizations and/or agencies within the year prior to application.
    b. If you select 'Yes', please provide details of employment or association.

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

Country Information

1. Review all information in this section

2. Note any country-specific and award-specific instructions for completing the rest of the application, including:

   a. https://www.fulbright.org.au/
   b. Deadline information
   c. Open application cycle
   d. Additional required materials

3. You must select an award before proceeding. Once you select your award the following message will pop up - **Recommendations:** 3 recommendations are required. To register your recommendations, you must first complete the Reference Materials Waiver on the Study Plan page of the application, this is found on page 26 in the application.

   The following documents will also appear, these are **NOT** required for the application at this stage.

   Information Concerning Foreign Student Academic Records: *To assist U.S. academic institutions in evaluating your academic credentials.* **Word Version** | **PDF Version**
   Transcript Release Form: *To secure transcripts from U.S. institutions, if applicable.* **PDF Version**
   Report on Proficiency in English: *To evaluate your command of the English language.* **Word Version** | **PDF Version**

4. Click *Continue* to proceed to the next section

Data Privacy

1. Carefully review the Data Privacy information. If prompted, indicate your acceptance of data privacy terms by selecting 'yes' or 'no'.

2. 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.

3. Click *Continue* to proceed to the next section

Personal Information

Enter all required biographical information.

1. Enter your name exactly as it appears on your passport. Only enter a preferred name if it is DIFFERENT than your legal name (e.g., Alex instead of Alexander).

2. If your name is recorded differently on any previous records, list it in the Name on Previous Records section (e.g., maiden name).

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

4. 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 number of dependents.

5. Select your country of citizenship and country of residence from the dropdown menus provided.

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

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

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

Contact Information

Enter all required contact information.

1. **ADDRESS:** Select the country where you live from the dropdown list first when entering your permanent address (i.e., physical address where you live in Australia).
    a. Based on your country selection, the subsequent fields will change to match the address format of that country.
    b. Complete the remaining address fields. Do not use accents or special characters.
    c. 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.*
    d. If you answer 'no,' then a second address section will appear where you may enter your mailing address information.
    e. If you answer 'yes' to this question, proceed immediately to the next section.

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.
    a. 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, and you will be contacted by the Fulbright Commission on this email address regarding the status of your application.

4. **EMERGENCY CONTACT:** Entering emergency contact information is required for your home in Australia, the individuals you list may be contacted in the event of an emergency while you are participating in grant activities, including any required travel for interviews in Australia.
    a. 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.
    b. At this stage you are not required to enter an emergency contact for the United States

Click *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, organisational memberships, letter of support from home institution, experience abroad, and previous Fulbright grants, if applicable.

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

1. **Curriculum Vitae/Resume:** Upload your curriculum vitae/resumé in PDF format that does not exceed four pages.
   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 *Browse*
   b. Locate and select the file that you previously saved to your computer
   c. Click *Open*
   d. Click *Upload* to complete the file upload

The curriculum vitae describes academic credentials and demonstrates a record of scholarly achievements When composing a curriculum vitae, it is important to include:

- Education (universities attended, degrees earned, and dates received)
- Professional positions held
- Courses taught, and other services provided to students and the home institution
- Publications (provide full citations and list them starting with the most recent)
- Other professional activities, such as workshops, seminars and consultations
- Membership and activities in professional associations
- Professional honors, awards and fellowships
- Community service

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

Please note, copies of transcripts are required.

2. **Academic Background:** List all post-secondary educational institutions from which you have received a degree or academic credential. 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 Institution*
   b. Type in 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. If relevant, provide the actual name of the degree or diploma (e.g., license)
   i. Enter the discipline in which this degree or diploma was earned
   j. Select the month and year of start and end dates (Month – Year format) that you attended this institution. If a degree is in progress, list expected end date of academic program
   k. Select the date (Month-Year format) that you received your degree from this institution. If a degree is in progress, list expected date of conferral in this field
   l. Click *Save*.

Educational Institution	
Institution*	
Level of Study*	▼
Institution Location (all address fields are required)*	
Country	United States ▼
City	
State	Select State ▼
Website	
Name of Diploma or Degree Equivalent*	▼
Actual Name of Degree or Diploma	
Discipline*	
Enrolled From	▼ ▼
Enrolled To	▼ ▼
Date Degree Received	▼ ▼
If a degree is in progress, list expected date of conferral for Date Degree Received.	

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

4. **Current Professional Profile:** List your current professional affiliation or employer and any relevant previous professional experience by clicking *Add Experience* under Position Title.

    a. Choose the role which most closely corresponds to your current role from the dropdown menu
    b. Enter your current position title (e.g. Director, Assistant Director, etc.) or type of work (e.g. accounting)
    c. Enter the name of your employer
    d. 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
    e. Select the country where your current place of employment is located from the dropdown menu. Enter in the street address, city, state/region, and post code as applicable
    f. Click *Save*

Professional Experience

Current Role*

Position Title/Type of Work

Employer Name*

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

Start Date

End Date

Employer Address

Street Address*

City*

State/Region*

Postal Code*

Country*

5. If you have more than one current position and or relevant previous professional experience, click Add Experience and follow the instruction above

6. **Awards and Recognitions:** 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:
   a. Any scholarships and/or fellowships you currently or previously received (include the source or sponsor, amount, where held and duration)
   b. Any academic honors and prizes that you have received in the text box (include any titles and/or dates)
   c. Any books, articles, and/or thesis published by you, particularly in your proposed field of study (include the title, place, and date of publication)
   d. Any teaching experience (current or previous positions)
   e. Any research you have completed or in which you are currently involved

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

8. If you have more than one trip abroad to enter, click *Add New* again, and follow the bulleted 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

   a. If 'yes', you are required to select the J category of sponsorship from the list and upload a copy of your previous DS-2019

10. Select 'yes' or 'no' to indicate if you have previously been awarded a Fulbright grant. a. If 'yes', you are required to list the grant(s):

- Click *Add Grant*
- 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
- Click *Save*

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

Academic Materials

This section collects copies of your unofficial transcripts and/or diplomas.
For undergraduate students yet to graduate – please upload a university transcript of your academic performance to date showing your credit points obtained.

Please upload scans of all available transcripts and diplomas from post-secondary institutions you have attended.

1. Select the corresponding institution from the list.

2. Review the institution information (which you provided on the previous page). If this information is incorrect, please return to the previous page to edit.

3. Select *Choose File* and locate the desired file on your computer. Click *Open.*
   a. You may upload transcripts/diplomas as a multi-page documents or upload single page documents. PDF, JPEC, and TIFF image files are all accepted.

4. Click *Save.* Repeat these steps for all applicable institutions.

5. 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. **Native Language:** Select your native language from the dropdown menu provided.

2. **English Language Proficiency**: 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.

3. **Additional Skills:** Select the number of additional languages that you would like to include that may be of use for your project or study plans.

- 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.

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

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 as Master's seeking students. Visiting Student Researchers may not need to take any standardized tests and should not do so until after the selection cycle has concluded. Degree seeking students do not need to have completed these tests at the time of application but should plan on having the relevant tests complete by 1 October 2023.

1. Select *Add Test.*

2. Select the test type from the dropdown menu.

3. Select the test date from the dropdown menu (Month-Day-Year format).
   a. 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.

Add Test

Type	[▼]
Test Date	[▼] [▼] [▼]

Score Reports

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 *Upload* to complete the file upload

Plagiarism Agreement

1. Carefully review the Plagiarism Agreement and indicate your acceptance of the terms by selecting 'Yes' or 'No'.

Plagiarism in any part of your application will result in your disqualification from participating in the Fulbright Program.

Plagiarism will be understood to include any of the following:

Presenting wording, statistics or concepts as your own which should be attributed to someone else or to publications (online or offline). This includes, but is not limited to:

- Copying the exact wording of a written source
- Presenting material with alterations in wording
- Paraphrasing the content of a source without citation

It is expected that your responses to all questions in the following application will be your own work and writing, with clear citation of secondary sources if describing academic work and the writing of others (including one's own previously published work). Any sources used in the construction of your responses must be clearly cited.

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

3. Click *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. Please carefully review country-specific guidance to determine if you must submit any additional documentation.

1. Select the degree objective to which you are applying.
    a. Some fields will trigger a prompt to ask you if you'd like to upload portfolio materials as part of your application. Select 'yes' or 'no'.
    b. If you select 'yes,' you will be directed to upload your materials on the next page. Please follow the upload instructions listed.

2. Select the most appropriate major academic discipline and primary specialization from the dropdown menus.

3. Enter a brief description of the field in which you plan to specialize in the U.S. in the text box.

4. Enter a brief description of your future plans in the text box.

Intended Grant Period

5. Enter your proposed length of stay in the U.S. and select your proposed date of arrival in the U.S. (Month-Day-Year format) from the dropdown menu.

Study/Research Objective

6. Upload a copy of your study/research objective. Please write a clear and detailed description of your study/research objectives and provide your reasons for wanting to pursue them. This statement should be three (3) to five (5) pages in PDF format which is an essential part of your application and is required. If you are applying for course work, Do <u>NOT</u> mention specific U.S. universities in which you would like to study. ***This is a required document.***

   General content guidelines:
   - What do you propose to do?
   - How do you propose to do it?
   - Why is it important? What is the potential impact?
   - Why is the U.S. important to your project?
   - Headers and/or bullets to organize and convey key elements are helpful

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

Personal Statement

7. Your personal statement should be a one-page narrative statement describing how you have achieved your current goals. It should not be a mere listing of facts, it should include information about your education, practical experience, special interests, and career plans. Describe any significant factors that have influenced your educational or professional development. Comment on the number of years of practical experience already completed in the field in which academic work will be done in the U.S. Do not mention specific U.S. universities at which you would like to study. ***This is a required document.***

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

Letter of Invitation

8. Upload a letter of invitation from a U.S. institution, if you require one (see below).

    Postgraduate **(coursework e.g., master's or starting a new PhD program in the U.S.)** applicants are **not required** to confirm admission/acceptance at a host institution prior to submitting their application. Should you wish to do so however, please attach your letter of acceptance to your application. If you have not confirmed admission/acceptance, Placement Services team will be available to assist you should your scholarship application be successful. There are many benefits to this, including the Placement Services team covering university application costs on your behalf, and constructing a submission plan to multiple universities to increase your chances of securing admission. If you would like to take advantage of these services, please complete your host institution preferences as per the application fields.

    Postgraduate **(PhD research e.g Visiting Student Researcher – 'VSR')** applicants **are required** to confirm admission/acceptance at a host institution and attach a host letter to their application.

    a. Click *Choose File*
    b. Locate and select the file that you previously saved to your computer
    c. Click *Open*
    d. lick *Upload* to complete the file upload

9. List up to four institutions at which you would like to study in the U.S. in priority order. Include specific departments and/or programs and provide specific reasons for your choice. If you have been in contact with professors, please provide names and email and/or phone contacts for each one.
   Note: *There is no guarantee that your application will be sent to the institutions that you list. Applications are made on your behalf to programs that provide a good 'academic fit' based on your study plans and your competitiveness.*

   a. Enter institution name
   b. Enter name of department
   c. Enter the degree type that you are interested in at this institution
   d. Enter your preferred specialization or concentration
   e. Enter your specific reasons for listing this institution and any contact information for professors at the institution with whom you have already communicated
   f. Click *Save*

Preferred Institutions

Institution Name*	
Department*	
Degree*	
Specialization/ Concentration*	
Specific reasons and contacts*	

10. Select 'yes' or 'no' to indicate if you have applied to any U.S. institutions.
    a. If 'yes', list all programs to which you have applied or intend to apply:
    - Select *Add Institution*
    - Enter name of institution
    - Enter specific name of department
    - Select the date you applied for the institution (Month-Day-Year format)

Applied Institutions

Institution Name*			
Specific Name of Department*			
Date Applied*	▼	▼	▼

Authorization of Release of Information

11. Type your full name into the space provided to indicate your authorization of release of the information you have provided in this application. ***This is a required field.***

Reference Materials Waiver

12. Select 'yes' to indicate whether you waive your right to review the information contained in the evaluations submitted by recommenders on your behalf, if you select no you won't be able to continue to put in your referees. ***This is a required field.***

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

Grant and Travel Plans

Please note: Completing your financial information is not required for Australian Applicants.

This section gathers information on your personal finances, additional funding you may have applied for/received, passport, and accompanying dependents.

Financial Information

1. Enter your father's, mother's and spouse's occupations in the corresponding boxes.
2. Enter the total amount your family can provide for your first year of study in the U.S. (in USD).
3. Enter the total amount you can provide from your own funds for your first year of study in the U.S. (in USD).

Expected Additional Funding

List all non-Fulbright funding you expect to receive during your grant.

4. Select 'yes' or 'no' to indicate if you have been awarded or expect to receive financial assistance from a university or institution in your home country while in the U.S., or funding from any other sources.
   a. If 'yes', select the number of other sources of funding you expect to receive
      - Enter Source Description (e.g., NSF grant)
      - Estimated Amount (in U.S. dollars)
      - The Other Funds Total field will automatically update based on the amounts provided above
5. Indicate if you are planning to apply for, or have applied for and/or received, other sources of funding such as a fellowship, assistantship, or other educational grant or loan from another organization, government or educational institution. Include funding title, source, period of funding, and amount of funding for which you are applying, and if/how this project relates to Fulbright project. If additional funding is received after Fulbright application is submitted, please update Fulbright administration. (Maximum 1000 characters)
6. Select 'yes' or 'no' to indicate whether the same amount of funding you listed above in Grand Total will be available for your second year of study in the U.S.
   a. If yes, move to the next section
   b. If no, enter the amounts of any additional funding you expect for the second year
7. Select 'yes' or 'no' to indicate if you have travel funds available and can pay for your round-trip travel to the U.S. if necessary.
   a. If yes, enter the amount of travel funding available
   b. If no, move to the next section

Passport/Travel Document and Dependents

8. Upload a copy of your passport or travel document.
    a. Click *Choose File*
    b. Locate and select the file that you previously saved to your computer
    c. Click *Open*
    d. Click *Upload* to complete the file upload

9. Select the number of dependents you intend to have accompany you the U.S. (select 0 if you do not have dependents or your dependents will not accompany you to the U.S.).
    a. Enter required information for each dependent, including relationship to you, name, and intended length of stay in the U.S. (in number of months)
    b. Enter information for how you will provide for your dependents during your time in the U.S. in the text box

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

Additional Information

This section allows you to upload additional documentation in support of your application, you may need to combine related documents into one PDF if you have multiple documents to upload.

Checklist and Declaration – **Required**

Attached to this PDF as **Appendix 2**, please complete, and upload the application checklist **only**.

- Please indicate in your **Application Checklist** any of the **sponsored awards** you would like to be considered for *in addition to* the general Postgraduate award. You will be considered for the award(s) the selection committee deems most fitting of those selected.

- Please note for Australian applicants all requirements are listed in this form. There is no need to consult the Australian Commission for any additional materials necessary as suggested in the online instructions.

Sponsored Award Statement/s

- Please complete and upload a *Sponsored Award Statement* if applicable (per **Appendix 1**: Award Catalogue and **Appendix 2**: Applicant Checklist).

- Supplementary statements for sponsored awards should be no more than 1 page in length, clearly titled, and uploaded under additional documentation.

Supplemental Forms

None of these items are required for Australian applicants, unless you have undertaken overseas study and are submitting transcripts which use a different marking system.

Writing Sample

Certain degrees and disciplines will require you to upload a writing sample. Please attach a writing sample of **no more** than three pages, if your sample is longer, it will not be included with your application.

Complete the Outreach Survey.

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

Recommendations

We strongly recommend that three letters of recommendation be submitted on your behalf. Letters of recommendation are an extremely important aspect of your application; an application will be considered incomplete without ***at least two*** letters of recommendation. Your recommenders must complete the forms online and submit electronically.

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. **Late recommendations cannot be accepted.**

Tips on recommendations:
- Please provide your recommenders with a copy of your project statement.
- Recommendations should be from people qualified to evaluate your professional work; the abilities you bring to the proposed project; your ability to adapt to another country and culture; and the merits of the project itself.
- We recommend that you not ask someone for a letter of recommendation unless the person is well acquainted with your qualifications. A pro forma letter from a well-known scholar, a contact abroad or a prominent government official will carry less weight than a realistic assessment of your abilities from someone who knows you and your work well.
- Recommendations can come from your home institution; however, we suggest that at least one of them be from a colleague in your field outside your home institution.
- If you have recently moved to a new home institution, you may elect to have one of your recommenders be from your previous institution.
- Choose your recommenders carefully and contact them early. The letters of recommendation need to accompany the application. One single letter of recommendation will not be accepted, the minimum number of recommendations is 2.
- Recommendations must be written in or translated into English.
- It is your responsibility to ensure that recommendation reports are submitted by the deadline.

> **PLEASE NOTE**: In order to submit your application, the online application portal **requires** you to send 3 recommenders an invitation to complete a recommendation. While we recommend that all 3 respond, **at least 2** of these recommenders are required to submit a recommendation on your behalf in order for your final application to be considered complete.

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

Add Recommender

Prefix	▾
First Name	
Last Name	
Institution	
Position/Title	
Relationship	
Telephone	
Email	

Note: Applicants are encouraged to provide a professional email address for their recommenders (i.e. institutional email address for a professor, a corporate email address for a supervisor) when possible

Personal message to recommender

You may include a personal message for your recommender here. If your program has a recommend deadline, please use this message to communicate this deadline to your recommender.

Send To Recommender   Cancel

3. Click *Send to Recommender* to generate automatic email to recommender.
4. Click *Continue* to save your responses and advance to the next section.
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.

Edit Recommender

Prefix   [▼]

First Name   [_____]

Last Name   [_____]

Institution   [_____]

Position/Title   [_____]

Relationship   [_____]

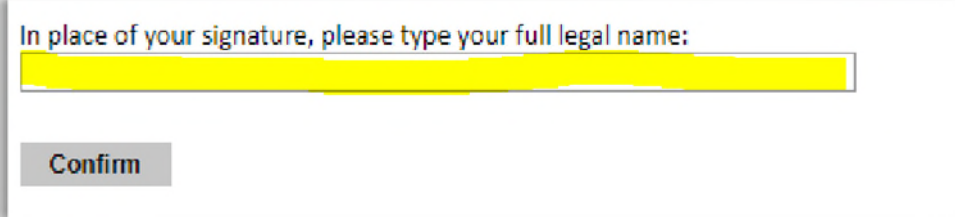Telephone   [_____]

Email   [_____]

Personal message to recommender

[   ]

Status   **Sent to recommender** on **12/20** at **11:18 AM**

[Save]   [Send Reminder]   [Exclude]   [Cancel]

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.

- Before you can submit your application electronically, your application will be reviewed for completeness. If there is missing data, you will be prompted to correct it. **However**, **the system will not evaluate your additional documents** e.g., your personal statement, award statement etc. – **please ensure these supplementary documents are attached before submitting.**

- 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.

- Review and print your application for your records.

- Please note that you must submit all required support documents electronically by the application deadline. **No material will be accepted after this date.**

REVIEW ALL RESPONSES. CLICK SUBMIT.

Appendix 1: 2023 Australian Postgraduate Award Catalogue

	Award	Supplementary Statement
Please indicate in your **Application Checklist** any of these **sponsored awards** you would like to be considered for *in addition to* the general Postgraduate award. Supplementary statements for sponsored awards should be no more than 1 page in length, clearly titled, and uploaded under additional documentation. Applications missing supplementary documentation will be deemed ineligible. Please check eligibility requirements per award on our website.	Fulbright Future Scholarship (funded by The Kinghorn Foundation)	Fulbright Future impact statement: Submit a statement that outlines the potential impact of your proposed program. Address the following questions: How will your study/research have a positive impact on the health, livelihoods, and prosperity of Australians? How will you aim to create, contribute to, or otherwise enhance Australian-American bilateral research collaborations?
	Fulbright Anne Wexler Scholarship in Public Policy (funded by the Department of Education, Skills and Employment)	Address the award requirements in your project proposal, no additional statement required
	Fulbright Indigenous Scholarship	No additional statement required
	Fulbright New South Wales Scholarship	State/territory Award Statement: Submit a statement that outlines how your proposed research will benefit the state/territory including details on how your research will broaden your professional, educational, and cultural horizons and benefit your local community. Please highlight the relevance and importance of your research to your home state/territory and your connection to your state/territory.
	Fulbright Queensland Scholarship	
	Fulbright South Australia Scholarship	
	Fulbright Victoria Scholarship	
	Fulbright Northern Territory State Scholarship	
	Fulbright Tasmania State Scholarship	
	Fulbright Australian Capital Territory Scholarship	
	Fulbright Western Australia Scholarship	
	Fulbright Postgraduate Scholarship (funded by Florida Polytechnic University)	No additional statement required

AUSTRALIAN POSTGRADUATE APPLICANT CHECKLIST

Please complete and upload as an additional document in your application

I am applying for the following Postgraduate scholarships: *you can apply for more than one scholarship and if you don't select any, you will be considered for the **General** award.*

Awards
Fulbright Future Scholarship (funded by The Kinghorn Foundation) ***Award statement is attached***
Fulbright Indigenous Scholarship (funded by the NIAA)
Fulbright Anne Wexler Scholarship in Public Policy (funded by the Department of Education, Skills and Employment)
Fulbright Postgraduate Scholarship (funded by Florida Polytechnic University) ***A letter of invitation from the sponsoring institution is included***
Fulbright State/Territory Scholarship ***Award statement is attached*** Note that we group student applications by state/territory. Even if you are not applying for the state/territory award, please indicate which state/territory is most appropriate to you (where you currently live/work/study).

ACT	NSW	NT	QLD
SA	TAS	VIC	WA

General Eligibility Requirements
I am an Australian Citizen and do not hold dual U.S. citizenship
I understand I can only travel on a J1 visa for my scholarship
I understand that plagiarizing in whole or in part or providing false information in my application may disqualify me from Fulbright awards

Signature: Date:

Printed Name: Pronouns: