

## FULBRIGHT APPLICATION TIMELINE & CHECKLIST 2024

*(Please use this checklist and bring to every IP advising appointment)*

**UI Campus Deadline: August 29th, Priority Deadline: June 15 (see below)**

### JANUARY:

- Attend the virtual Fulbright Intensive Workshop on Friday, January 26: 9:30 a.m.-11:30 a.m.

### FEBRUARY:

- Make an initial appointment with UI Fulbright Program Advisor, Karen Wachsmuth, to discuss your ideas**
- Meet with a designated UI Faculty Fulbright Mentor for general guidance (See list of Mentors with contact info and office hours)**
- Begin identifying a country that fits your qualifications and interests by searching the *Countries* tab on the Fulbright website: <http://us.fulbrightonline.org/>
- Look at sample Fulbright essays on the UI grants website
- Identify a possible Host Affiliation in your country of choice (**Study/Research only**)
- February 29** - Writing Workshop #1: 3:30 - 5 pm via zoom | register: <https://bit.ly/FulbrightWritingWorkshopFeb29>

### MARCH:

- Find a faculty member to serve as your Fulbright mentor and request assistance in writing**
- Begin drafting grant proposal or summary to send to potential international host affiliation(s) (**Study/Research only**)
- Make formal contact such as email correspondence with your international affiliation(s) in order to receive preliminary confirmation (**Study/Research only**)
- March 27** - Writing Workshop #2: 2:00-3:30 pm via zoom | register: <https://bit.ly/FulbrightWritingWorkshopMarch27>

### APRIL:

- Early April:** Fulbright 2025-2026 competition is announced. See Fulbright website (<http://us.fulbrightonline.org/>) for new competition information—look under Countries
- Week of April 8-12:** Attend Fulbright Week events for information on this year's competition offerings – see registration links on ICON (Fulbright Workshops and Webinars Module)
- Formally request 3 faculty (or other) recommendations in writing before faculty leave for the summer (3 *recommendations are required*)
- Start preliminary drafts of essays and send to Karen Wachsmuth, your departmental advisor, and other readers
- April 25** - Writing Workshop #3: 2:30-4:00 pm via zoom | register: <https://bit.ly/FulbrightWritingWorkshopApr24>
- April 25** - Fulbright Recognition Final Reception: 4:00-5:00 pm | register: <https://bit.ly/FulbrightWritingWorkshopApr24> (same link as Writing Workshop #3)
- Review information regarding foreign language evaluations and formally make arrangements for a Foreign Language Evaluation with a faculty member (*if needed*) – contact appropriate evaluator in the Division of World Languages: <https://international.uiowa.edu/international-grants-and-fellowships/key-resources/foreign-language-resources> (Foreign language evaluations may not be necessary, depending on country and type of grant)
- Start working on Fulbright online application

#### JUNE:

- Request UI **official** transcript (please do not use other formats - no grade audit, nothing without your name on it!) **if not taking summer classes**
- To order your UI transcripts: <https://registrar.uiowa.edu/transcripts>. Your complete spring 2024 transcripts will be available after **May 15<sup>th</sup>**
- Request other transcripts—(mandatory for every institution attended—see Fulbright website for specifics).
- Continue essay drafting—join other UI applicants and Karen to work together in a summer essay group!**Priority Application Deadline (Optional):** for students seeking maximum feedback on their early application drafts **June 15: Priority Application Deadline** Graduate and Undergraduate applicants (a substantial draft of your application needs to be handed in, more details on ICON)

#### JULY:

- Continue revising your application

#### AUGUST:

- Request that faculty and other recommenders upload their recommendations to the online application system (all 3 recommendations must be uploaded by **August 25<sup>th</sup>**)
- Finalize affiliation letter (**Study/Research only**)
- Upload transcripts (this can be time-consuming and require IT assistance—library staff can help)
- Contact Language Evaluator(s) to schedule foreign language evaluations if needed **before August 15<sup>th</sup>**, language evaluations must be uploaded by **August 25<sup>th</sup>**
- Continue essay revisions
- Request UI **official** transcript (do not use other methods!) **if taking summer classes**

#### SEPTEMBER:

**Thursday, August 29th 12pm (noon): UI Campus submission deadline** of complete application including 3 recommendation letters (no exceptions)  
**Incomplete applications will not be accepted!**

- Make an appointment with Dr. Wachsmuth to submit your online application
- Submit your application **on or before Aug. 29** —you will receive **an interview time with the Faculty Committee**
- Continue essay revisions
- Prepare for Fulbright Faculty Interviews (**September 4-13**)
- Revise application after receiving faculty feedback

**FINAL SUBMISSION OF APPLICATION: Monday, September 16, 12 noon-NO EXCEPTIONS.**

**We will proofread your application and contact you if we believe it's necessary to make changes. Please monitor your email closely.**

#### **FULBRIGHT NATIONAL AND INTERNATIONAL REVIEW STAGES POST-SUBMISSION**

#### JANUARY 2024

Mid-Late January: notification of Semi-Finalist status: either Semi-Finalist or Non-Select

#### MARCH – MAY 2024

Notification of Fulbright Finalist status: either Finalist, Alternate, or Non-Select (*notification of Alternates promoted to Finalist continues through summer*)

#### SUMMER & FALL 2024

Possible orientations in Washington, D.C. or abroad

#### SEPTEMBER 2024 –MARCH 2025

Grant period begins abroad