

## **Instructions for Fulbright Referees for Full Grants Fall 2009**

Thank you for agreeing to write a letter of recommendation for one of UI's Fulbright applicants. Once the student registers you as one of their referees, you will receive an email from Embark, Fulbright's application system, outlining the instructions for submitting the letter. This document is intended to provide you with some additional information about the submission process and what type of information is useful to include in the letter. Please find samples of Fulbright recommendation letters attached.

- Letters must be submitted electronically AND in hard copy by the UI campus deadline of **September 23, 2009**. Hard copy letters should be printed on institutional letterhead, signed, and given to the student in a signed, sealed envelope.
- Instructions for submitting the letter electronically will be emailed directly to you. If you have questions about this process contact: [support@embark.com](mailto:support@embark.com)
- Strong letters of recommendation will connect the student's abilities with the proposed project and provide examples from the applicant's experience. The applicant should provide you with an abstract or draft project narrative before you write the letter.
- For more information about the Fulbright US Student Program please visit: <http://us.fulbrightonline.org/>
- If possible, please address the following criteria and provide examples from the applicant's experience:
  - What is the applicant's knowledge of the chosen field?
  - Is the applicant capable of carrying out an independent research project? Can they think and write analytically?
  - Is the applicant mature, motivated, emotionally stable, and personally prepared for an international experience of this nature?
  - Does the applicant have appropriate language background and preparation?
  - Is the project feasible and meritorious? Is the project plan detailed and appropriate?
  - Will the applicant make a favorable impression as a US citizen abroad?
- Do not feel compelled to reach beyond your areas of experience with the applicant. If you do not have enough information to address a criterion then do not address it.

If you have additional questions about the letter of recommendation, please contact University of Iowa's Fulbright Program Advisor for Graduate and Professional Students at: [kristi-fitzpatrick@uiowa.edu](mailto:kristi-fitzpatrick@uiowa.edu) or 319-335-2823.

Any questions about the specifics of the applicant's project should be directed to the applicant.

Reprinted from Schall, Joe 2005 Writing Recommendation Letters.  
Lerage Learning: Ohio, 2005

## SAMPLE FULBRIGHT SCHOLARSHIP RECOMMENDATION



MYTHIC  
UNIVERSITY

November xx, 20xx

### Letter of recommendation for Janet Lerner

It gives me great pleasure to recommend Janet Lerner for a Fulbright Fellowship. I have been Ms. Lerner's academic advisor since her freshman year and am now also the advisor for her honors thesis. Over the years, I have come to know her extremely well and feel that she is an outstanding candidate for the Fulbright Fellowship.

Ms. Lerner is a truly outstanding student who has accumulated a long list of both academic honors/achievements and extra-curricular activities. She is one of the few students who was selected as a lion ambassador (a university student representative who provides campus tours) in her freshman year, she has been on the Dean's list five of five semesters, and she has demonstrated her versatility by participating in sports, fund-raisers, and as an officer in a number of organizations. She is a gifted student who combines serious study with a genuine concern for the community in which she lives.

I can attest to Ms. Lerner's maturity and her commitment to her studies. She does her work conscientiously, she always seeks out course work that challenges her, and she has an amazing capacity for fulfilling her responsibilities in a great variety of activities. She is organized in her goal-setting, yet has learned to keep her options open for the future. Her accomplishments will no doubt make her a highly recruited individual for the top graduate schools in the country.

Intellectually, Ms. Lerner is one of the very best students I have ever worked with. She has the ability to carry out research independently, she is extremely disciplined in her work, her analytical skills are highly developed, and she is always thorough in what she does. In the case of her honors thesis, the result promises to be at a level that one would usually associate with graduate work.

I believe that a year in France would enrich Ms. Lerner immeasurably from a variety of points of view. She would be able to perfect her French language skills, she would gain invaluable teaching experience, and, perhaps most importantly, she would acquire insights into the French culture that would greatly enhance her future graduate studies.

I give Ms. Lerner my highest and unqualified recommendation. She is truly exceptional.

Sincerely,

*John Teacher*

John Teacher, Professor of French

## SAMPLE FULBRIGHT SCHOLARSHIP RECOMMENDATION



MYTHIC  
UNIVERSITY

January xx, 20xx

### Recommendation of Janet Lerner to the Fulbright Research Abroad Program

I have known Miss Lerner for two years, since she was a student in my Introduction to French Literature class. She had all of the signs of excellence then and has since matured into a person of intellectual and personal integrity and accomplishment. After completing an associate's degree at another school with less rigorous standards, she came to Mythic University with an intellectual curiosity that blossomed once the opportunity for further and more extensive study presented itself.

In class, her oral presentations on Madame de Graffigny and women writers of her era were insightful and well-received by her classmates. In one of her papers she wrote about the philosophy of John Calvin in his prefatorial open letter to the Catholic Church in a way that showed she grasped the outlook of the man and the writer. In another she wrote her personal interpretation of universal will in Jean-Jacques Rousseau's *Social Contract*, reading in it a treatise on human rights and the necessity of laws and of government by law to protect the common good. She took initiative in her work and was highly regarded in the discussion group. At the end of the semester, her group's costumed presentation of scenes from Molière's *Le Bourgeois Gentilhomme* helped to round out the class's Introduction to French Literature.

Since that time, Miss Lerner has completed her third study abroad tour, except this time she also completed her major credits in French language and culture to receive her Bachelor of Science in French Business. The tour in Paris also saw her transformation into a very cosmopolitan person and still in no way harmed her good judgment and common sense. Since she is capable of quantitative and qualitative analysis, both of which her proposed plan of study will require, she is well-prepared to carry out her research plan on non-government agencies that provide aid in developing countries. Senegal is an ideal location for such a study, and I am sure she would be welcomed by people in urban and rural areas as well as by scholars.

Personally, I find Janet Lerner to be an honest, intelligent, articulate person, who is self-motivated and also demonstrates leadership qualities that are admired by peers and supervisors. I strongly recommend her to be a Fulbright Research Grant recipient, and I am happy to amplify on any details if you wish.

Sincerely,  
*Janet Teacher*  
Janet Teacher  
Assistant Professor of French