FULBRIGHT APPLICATION TIMELINE & CHECKLIST 2018

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

UI Campus Deadline: September 5, 2018 Priority Deadlines: July 2-23, 2018 (see below)

JANUARY:

- Attend the Fulbright Intensive Workshop on Friday, January 26, 8:45 a.m.-12:00 p.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 UI faculty with in-country contacts: http://international.uiowa.edu/funding/ui-faculty-international-research-connections
- Identify a possible Host Affiliation in your country of choice (Study/Research only)
- February 26th, Writing Workshop #1 3:30-5:30, UCC 1117

MARCH:

- Find a faculty member to serve as your Fulbright mentor and request assistance in writing
- Meet with your advisor and provide the UI Faculty Mentor letter (you will get this letter from Karen Wachsmuth during your initial appointment) to discuss in person
- 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 22: Writing workshop #2 on the personal statement, 4:30-6:00 pm UCC 1117
- March 30: Fulbright 2019-2020 competition is announced. See Fulbright website (http://us.fulbrightonline.org/) for new competition information—look under Countries

APRIL:

- Week of April 2-6: Attend Fulbright Week events for information on this year’s competition offerings
- 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
- 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: http://international.uiowa.edu/funding/foreign-language-resources (Foreign language evaluations may not be necessary, depending on country and type of grant)
- Start working on Embark online application
MAY:
- May 4th 12:30-3:30 Workshop: Write the First Draft Of Your Fulbright Essays In One Day, UCC 1117
  - Join us for an intensive, fun, guided writing session with Fulbright Program staff that will help you get started on your Fulbright application essays! Statement of purpose and personal statements.
- May 4th, 3:30-5:00 Fulbright Year-End Celebration Reception for Students and Faculty
  - Please join us to celebrate this year's Fulbright applicants, and to express our thanks to the UI Fulbright Family, including the Fulbright Faculty Committee, Fulbright Mentors, and friends.

JUNE:
- Continue essay drafting—join other UI applicants and Karen to work together in a summer essay group!
- Request all official transcripts (mandatory for every institution attended—see Fulbright website for specifics). To order your UI transcripts: [https://registrar.uiowa.edu/transcripts](https://registrar.uiowa.edu/transcripts). Your complete spring 2018 transcripts will be available after May 15th.

JULY: Priority Application Deadlines (Optional): for students seeking maximum feedback on their early application drafts, and faculty seeking feedback on their recommendations
- July 2: Undergraduate Application Priority Deadline
- July 9: Undergraduate Recommender Priority Deadline
- July 16: Graduate Application Priority Deadline
- July 23: Graduate Recommender Priority Deadline

AUGUST:
- Request that faculty and other recommenders upload their recommendations to the Embark system (all 3 recommendations must be uploaded by Aug. 15th)
- Finalize affiliation letter (Study/Research only)
- Upload transcripts (this can be time-consuming and require IT assistance—library staff can help)
- Schedule foreign language evaluations if needed before August 15th
- Continue essay revisions

SEPTEMBER:
- September 5 4:30 pm: UI Campus submission deadline of complete application (no exceptions)
  - Incomplete applications will not be accepted!
- Make an appointment to submit your application in IP in person by Sept. 1
- Submit your application on or before Sept. 6 in person in International Programs
- Continue essay revisions
- Prepare for Fulbright Mock Interviews (Sept 10 and 11)
- Prepare for Fulbright Faculty Interviews (Sept. 12-19)
- Revise application (if needed) after receiving faculty feedback
- Optional: Sign up through IP for one (1) final round of comments by Friday September 21st.

Final submission of application: **Wednesday, September 26-no exceptions**

JANUARY
- Mid-Late January: notification of Semi-Finalist status: either Recommended or Non-Recommended
- Recommended students must contact Karen immediately about submitting official transcripts to Fulbright

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