



FULBRIGHT SLOVAK SCHOLAR PROGRAM

Instructions for Completing the Fulbright Slovak Scholar Program Application

J. William Fulbright Commission for Educational Exchange in the Slovak Republic supervises and administers the Fulbright Program for Slovak citizens.

Office Contact Information:

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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 or Firefox, 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, we recommend contacting the J. William Fulbright Commission in Slovakia (Fulbright Slovakia) regarding country requirements.

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.

Step 3: Complete the application

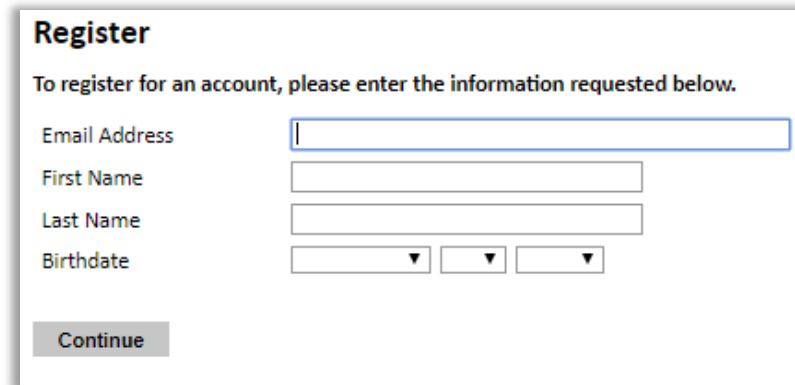
You do not need to complete this application at one time. You can re-enter at any time to edit your application. However, once you SUBMIT your application, **you CANNOT** make changes to it.

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-Day-Year) from the drop-down menus. **Your name must be entered exactly the way it appears (or will appear) on your passport.**



The image shows a registration form titled "Register". Below the title is the instruction: "To register for an account, please enter the information requested below." The form contains four input fields: "Email Address" (a text box), "First Name" (a text box), "Last Name" (a text box), and "Birthdate" (three separate dropdown menus for month, day, and year). At the bottom of the form is a "Continue" button.

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.
5. 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.

INSTRUCTIONS FOR COMPLETING THE “FULBRIGHT VISITING SCHOLAR PROGRAM 2025-2026” APPLICATION FORM (selected items only)

Please read the instructions carefully before completing each item!

Before starting the application, please note that one of the crucial requirements is Slovak citizenship. Permanent residency in Slovakia and affiliation with the Slovak institution(s) are preferred. The Fulbright Scholar grants are designated for PhD holders, as well as advanced scholars and professionals with substantial experience.

Read the Welcome Section carefully

We would like to stress the following:

- Do not use diacritics.
- You can log in and out of the application as frequently as you like.
- The requirements of Fulbright Slovakia are mandatory for Slovak candidates.

Please read the Fulbright Policy Guidelines. The guidelines related to the Fulbright Slovak Scholar Program are under Chapter 700 “Lecturers and Research Scholar from partner Countries”. You need to confirm that you have read the Policy Guidelines; otherwise, you cannot proceed to the next page.

Section: Preliminary Questions

Country You Are Applying From:

Slovak Republic

Academic Year:

Select 2025-2026. Please note, that the deadline to submit the application is **October 17, 2024 (23:59 CET/6 PM ET)**.

U.S. Permanent Residency:

If you have or are applying for U.S. permanent residency, you are ineligible for the Fulbright Program.

Program eligibility requirements for Slovakia:

If you are not sure that you meet all eligibility requirements, please contact Fulbright Slovakia at dasa@fulbright.sk or +421-919-496-191.

IIE Data Privacy Consent for Applicants in IIE-Managed Programs

Please read the provided Program Privacy Statement carefully.

Section: Country Information

Please do not hesitate to contact Fulbright Slovakia with all questions that might arise during the process of completing the application.

In the “Award Information” section, choose the “Fulbright Slovak Scholar Program” as the Current Award.

Section: Personal Information

Name: Enter your name exactly as it appears on your passport. Do not use diacritical marks.

Country of Citizenship: Slovak Republic

Country of Permanent Residence: preference will be given to candidates with permanent residence in the Slovak Republic.

Section: Contact Information

Be sure to indicate your current mailing address if it differs from your permanent address.

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 be sent to your primary email address.

Emergency contact:

Please include the information for your emergency contact in Slovakia.

Section: Academic & Professional Information

Curriculum Vitae:

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

Note: If your file exceeds 6 pages, an error message will appear on the Review page and will prevent submission of your application.

Academic Background:

Please enter the highest degree you have earned first. Include only post-secondary institutions (Bc, BA, Mgr/Ing, MA, PhD, etc.)

Relevant Employment History & Significant Professional Accomplishments, Organizational Membership:

Please indicate the name of your employer as accurately as possible. List the name of your department/office and home institution in English.

Professional accomplishments may include teaching and research awards, compositions, exhibitions, etc. List up to three significant publications with title, date and publisher's name. A comprehensive listing of significant publications should be included in your curriculum vitae.

Letter of Support from Home Institution:

Not required.

Experience Abroad:

Please ensure that you have included all your professional-related stays abroad. Specially, do not forget to mention any previous stay in the U.S., if applicable. If you have participated in Work and Travel Program, you do not need to provide a copy of the respective DS-2019.

Section: Language Skills

English Language Proficiency:

Indicate your personal assessment of your English language skills. No test is required.

However, if you have completed an English language test in the past, please upload the results in the "Additional Information" Section.

Section: Plagiarism Agreement

Read this section carefully and indicate your answer. Please be aware that plagiarism in any part of your application will result in your disqualification from participating in the Fulbright Slovak Scholar Program.

Section: Project Proposal

To which category of grant are you applying:

You can apply in 3 categories:

- Research
- Teaching/Research
- Teaching

If applying for Teaching/Research or Teaching category, we require to include proposed course(s) name and syllabi you have agreed upon with your host institution.

Project title: Briefly describe the focus of the award activity (for example: "Evaluating Fundamental Tax Reform in a Globalizing World").

Brief Summary of Project Proposal:

Rationale: In a few sentences, provide a concise overview that easily allows non-specialists to appreciate the significance of the project and any potential contributions to the field. (Keep the given number of maximum 700 characters).

Project Statement:

The project statement stands as the cornerstone of the Fulbright application. It should span three to five single-spaced pages (approximately 3,500 words). We advise structuring your proposal following the points outlined below, using them as headings for sections within your statement. While these points provide a framework, you are no bound to follow them in sequence but should ensure to address each adequately.

Background/Introduction:

Initiate the discussion by introducing the research topic. Situate the project within the academic or professional context by referencing major works by others on the subject.

Objectives:

Explicitly define the aims of the project in detail. Given that your project proposal will be reviewed by peers in the field, do not hesitate to be specific.

Methodology:

Describe the project. Explain the approach, methods, timeline and plan you will use (e.g., interviews, library or archival research, or laboratory experiments). Specify whether the proposed research is quantitative or qualitative.

Significance:

Articulate the project's importance for the field, your home country and your professional development. Highlight the anticipated impact on your teaching or professional work in your home country. (e.g., new approaches to curriculum planning, student advising or pedagogy, expanding knowledge in the field through collaboration with U.S. colleagues). Briefly outline the expected impact of your participation on your home institution, community or professional field.

Evaluation and Dissemination:

Outline plans for assessing and disseminating research results in Slovakia and elsewhere, if applicable.

Justification for Residence in the U.S. for the Proposed Project:

Clarify why conducting the project in the U.S. is essential for its completion.

English Proficiency:

Detail your English language background, including schooling, usage, and proficiency levels in speaking, reading, and writing.

When crafting the project statement, bear in mind:

- The "rule of 4W" – *what* (what do you want to focus on, what are your objectives/goals), *where* (rationale for the chosen institution), *why* (importance of the research/teaching), and *with what result* (what will be the benefit for Slovakia after your return home, what will you use this experience/results for).
- Tailor to the audience: While your project statement should demonstrate your expertise in your field, remember that it will be reviewed by a diverse panel, including experts and non-experts alike. Ensure that your language is accessible to a broad audience while still conveying the depth of your knowledge.
- Highlight feasibility: While it's important to propose ambitious and innovative projects, make sure they are also realistic and achievable within the timeframe and resources available. Providing a clear plan for implementation will strengthen your application.
- Stay true to yourself: Your project statement is an opportunity to showcase your unique perspective, experiences, and aspirations. Be authentic and true to yourself in your writing, and let your individual voice shine through.

Course Syllabi

We require that you provide (preliminary) courses syllabi that you agreed upon with the host institution if applying for Teaching or combination of Teaching/Research category.

Academic Discipline:

When applying in a field of Arts, please, include your portfolio materials.

Intended Grant Period:

Candidates from Slovakia can propose a grant length from **three to six months**. Indicate as precisely as possible the period during which you intend to carry out your proposed program in the U.S. It is recommended that you plan your program during the U.S. academic year (typically from September through May), when your U.S. colleagues are more likely to be available. The length of the stay should reflect the time needed for the proposed project to be realized in the U.S. The precise dates of the scholar visit may be changed after nomination for the grant.

Institutional Affiliation:

We do require our candidates to arrange their affiliation at the time of submitting the application.

Please indicate only one institution (as accurate as possible) and provide us with invitation letter from the respective institution. Applications without invitation letter will not be accepted. If you would like to conduct your research/lecture stay at more than one institution, please contact Fulbright Slovakia.

Letter of Invitation:

Letter of invitation should be typed on institution's official letterhead and signed by an administrative officer of the institution who has the authority to approve official affiliations (such as Provost, Dean, Department Chair, or similar). The letter may include more than one signatory.

There is no special format for the Letter of Invitation. However, it should specify:

- name of applicant,
- country of origin,
- research/lecture activity (topic/title) related to the proposed project during the grant period at the host institution,
- exact start and end dates (which might be subject to change upon nomination for the scholarship),
- expected projected outcomes. It should reflect both the existing and planned cooperation in the future,
- nature of in-person activities,
- facilities available to the candidate during their stay, such as access to a library, office desk etc., or any in-kind arrangements the institution can provide to the scholar,
- whether the scholar would be expected to cover any affiliation fees that may be required,
- primary faculty host and hosting department,
- include any contingencies the host may have.

Alternate Awards:

There are no alternate awards applicable for Slovakia.

Section: Grant & Travel Plans

Financial Information:

Please indicate if you expect to receive sabbatical pay and if you plan to or have applied for other sources of funding.

Passport:

Please upload current bio-data page of your passport and those of all your dependents. If the passport is about to expire, you can still upload it and provide us with the new one if you are selected for the program.

Accompanying Dependents:

Please indicate all your accompanying dependents (defined as spouse and unmarried children under the age of 21) you would like to travel with you for at least 80% of your stay. The Commission will assist you in obtaining J-2 visa for all of them. If available, please provide scanned copies of passports for all dependents in Additional Information Section – additional documentation.

Section: Additional Information

Country-specific materials and supplemental materials are not required. However, in the additional documentation section, please upload the dependents' passports here if applicable.

Please fill out the Outreach Survey.

Section: Recommendations

List the names and contact information of three individuals from whom you have requested a letter of reference. By registering these individuals, you enable them to send the letters of reference directly to the online application system. They will receive a notification email with instructions on how to write or upload the recommendation. Please note that the letter is confidential.

We strongly recommend asking for letters of reference online. It is your responsibility to ensure that letters of reference are submitted by the application deadline (October 17, 2024).