United States-India Educational Foundation

Completing the IIE Online Application

Instructions for Indian Fulbright-Nehru Master's Fellowships Applicants

For pursuing a master's degree in the eligible fields of study in the United States during the 2026-2027 U.S. academic year
Application Deadline: May 14, 2025, 23:59:59 hrs (IST)

Read all instructions carefully and follow the application guidelines below.

THESE INDIA-SPECIFIC INSTRUCTIONS SUPERSEDE ANY GENERAL INSTRUCTIONS.

A complete application consists of:
- curriculum vitae/resume
- study objective
- personal statement
- writing sample
- portfolio, if applicable
- scanned copies of your mark sheets or transcripts and diploma/degree certificates
- scanned copies of proof of your work/professional experience
- three reference letters
- FNMasters Employer's Endorsement (if permanently employed)
- scanned copies of test score reports, if available
- correspondence with U.S. universities
- FNMasters applicant annexure
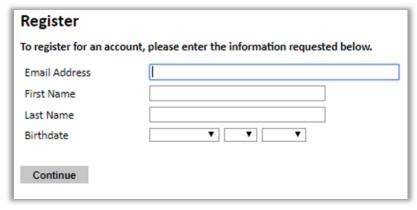- additional documentation as specified in the instructions below.

POINTS TO REMEMBER
- All applications must be completed online at: https://apply.iie.org/ffsp2026
- 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. Do not write in CAPS.
- You are not required to complete this application in one session. You can re-enter at any time and edit your application before you submit it. However, please remember that 60 minutes of inactivity will automatically log you out. You will have to log in again to resume your application.
- Once you <u>submit </u>your application, you can NO longer make any changes to it.
- Responses to questions on the application must adhere to established character limits**.**
- 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.
- Review the entire application before submitting it. The **application should be free of grammatical and spelling errors**.
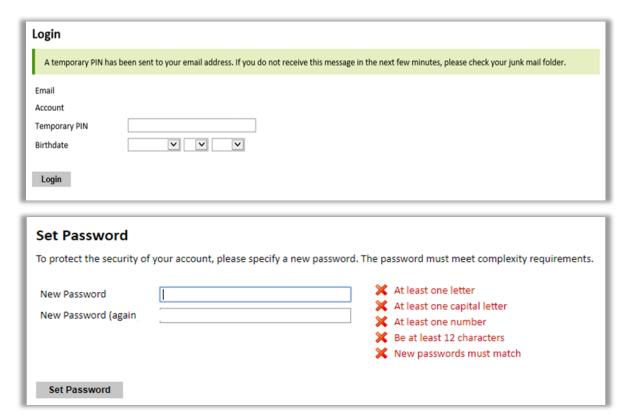
CREATING YOUR ONLINE ACCOUNT
1. To start, click *Create an account*.
2. Enter your email address, first name, last name, and select your date of birth (Month-Date-Year) from the drop-down menus. **Your name must be entered exactly the way it appears (or will appear) on your passport. In case you do not have surname, please put FNU under Last Name.**

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Note: Use an email address that you will be able to access for at least two years after submitting your application. Preferably use the personal email address. This is the email address you will use to log in to your application account.

3. Click Continue. You will receive an email from Fulbright@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.

   In case you have created an application in the same portal in previous years you may log in directly using your previous email address and password and click on Start New Application to continue with your 2026-2027 online application.
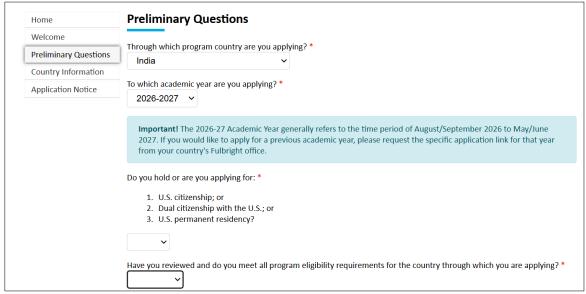
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WELCOME
Please Confirm You Have Read the Fulbright Policy Guidelines.
Click on "Yes" and *Save and Continue.*

These questions address essential program eligibility. All questions are required.

Select appropriate response from the drop-down list.

1. **Through which program country are you applying?** Select India from the dropdown menu.

2. **To which academic year are you applying?** Select 2026-2027*.*

3. **Do you hold or are you applying for?** Select 'yes' or 'no' to indicate your response.
   U.S. citizens or permanent residents of the U.S. are not eligible to participate in the Fulbright Foreign Student Program from India.

4. **Have you reviewed and do you meet all program eligibility requirements for the country through which you are applying?**
   Select 'yes'.

IIE Privacy Statement & Safeguarding Guidelines

IIE values your privacy, and we encourage you to read our [Program Privacy Statement](#) that is located on the privacy page on IIE's website.

As this notice is intended for all applicants and participants of IIE-managed programs, the Program Privacy Statement outlines how IIE handles your data and includes the types of data we process, why they process it and with whom they share it.

Please note that IIE may be required to process data that is generally considered to be sensitive. IIE only processes this information when it is necessary to execute the management of your application or program.

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Please see the IIE Privacy Statement for more details.
Please click here to review IIE's Safeguarding Guidelines.

I have read IIE's Program Privacy Statement and give consent for IIE to process my data. Select "Yes" from the drop-down list and press "Continue."

Employment Eligibility*

Employees and their immediate families (i.e., spouses and dependent children) of the U.S. Department of State, the U.S. Agency for International Development (USAID), and of public or private organizations under contract to the U.S. Department of State and the U.S. Agency for International Development are ineligible to apply for a Fulbright grant until one year after termination of such employment.

Select the appropriate response from the drop-down list.

U.S. Residency

Have you resided in the United States for five or more consecutive years in the six-year period preceding the date of application? Note: a period of nine months or more during a calendar year is considered to constitute a full year.

Select the appropriate response from the drop-down list.

Will you be residing in the United States at the time of your proposed grant start date?

Select the appropriate response from the drop-down list.

Reference Materials Waiver*

If selected for a Fulbright award opportunity, cooperating agencies may need to provide copies of forms and letters submitted by your recommenders to U.S. institutions on your behalf. In these cases, the responsible cooperating agency must indicate whether you waive your right of access to confidential references in accordance with the U.S. Family Educational and Privacy Rights Act (FERPA), 20 U.S. C. 1232(g). If you indicate below that you **do not** waive your right of access, this will be indicated on the form provided to each recommender.

Select the appropriate response from the drop-down list.
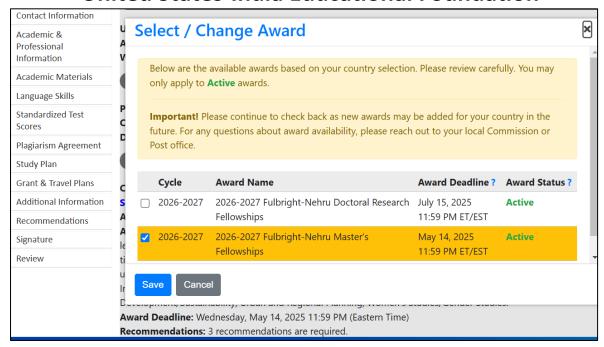
Click *Save and Continue.*

COUNTRY INFORMATION
This page provides information on the address of USIEF, the Fulbright Commission in India, the name of the fellowship, website information, and deadline.

Select/Change Award
Select "**Fulbright-Nehru Master's Fellowships**" from the drop-down menu.

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PERSONAL INFORMATION

Prefix: Select the most appropriate title from the drop-down menu.

First/Given Name, Middle Name and Last/Family Name: This will auto-populate based on the information you provided during registration. Please review and ensure that your name should appear exactly as it appears on your passport. This spelling will be used on all documents related to your Fulbright-Nehru Fellowship.

Biographical Information: Complete the items as per the online form.

The Fulbright Program complies with the Americans with Disabilities Act (the "ADA") and is committed to diversity and inclusion. If you have any form of limitation that requires accommodation, please indicate in the space given. This information is gathered only for statistical purposes and to ensure appropriate accommodation at a prospective host institution.

Citizenship Information: Complete the items as per the online form.

National Identification Number: Please leave this blank.

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

CONTACT INFORMATION

Complete the items as per the online instructions.

Email: Please use the email you have used to create the application and use it frequently.

Emergency Contact Information: The individuals listed under emergency contacts (India and U.S.) may be contacted in the event of an emergency while undertaking activities related to this grant opportunity, including any possible travel required for interviews within India. This is mandatory.

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

ACADEMIC AND PROFESSIONAL INFORMATION

Note: Prepare and upload documents in PDF format as required (*). Note page limits specified and ensure your documents do not exceed page limits.

Curriculum Vitae/Resume: The curriculum vitae describes academic credentials and demonstrates a record of scholarly achievements (document should not exceed four (4) pages. Please upload your CV on this page of the online application). If you indicate books, articles, or theses that are available online, please include the URL links. If you have a professional website (e.g., design and visual arts), please include this URL as well. Do not include photographs in your CV.

Academic Background: List up to three completed degrees. Enter your highest degree first (e.g., Ph.D., Master's, Bachelor's). You may add additional institutions by clicking on "Add New Academic Background."

Applicants should enter their academic performance as follows:
- **For percentage-based systems:** Enter your percentage (e.g., 85 or 90) in the "Final cumulative GPA (grade point average)" field and 100 in the "Highest possible GPA of academic institution" field. The system does not accept the "%" symbol, but it is understood.
- **For GPA-based systems:** Enter your GPA (e.g., 3.2 or 3.5) in the "Final cumulative GPA (grade point average)" field. In the "Highest possible GPA of academic institution" field, enter 4 if your institution uses a 1.0–4.0 scale or 5 if it follows a 1.0–5.0 scale.

Professional Experience: List your current and relevant previous professional experience, if any. You may add additional information by clicking on "Add New Professional Experience."

Awards and Recognitions: Complete as per the online instructions. List your most significant professional accomplishments, honors, awards, up to three significant publications, teaching and research experience (if any), and membership/licensing in Professional Organizations. Please write 'not applicable' if none.

Experience Abroad: If you have traveled, lived, or studied in any country other than your own for more than one month, please list this experience below. This can include time overseas for education, research, business, vacation, etc. You may add additional information by clicking on "Add New Experience Abroad."

Indicate if you have entered the U.S. on J-I or J-2 visa and upload a copy of the previous DS2019.

Previous Fulbright Grant(s):
If you have previously been awarded a Fulbright Grant, select yes from the dropdown menu, and list the grant details.

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

ACADEMIC MATERIALS (Transcripts and Diplomas):

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Please select the corresponding institution from the list that appears and upload your documents when prompted. If you do not see an institution that you attended in the list, please first return to the Academic and Professional Information page and update your academic background.

Please upload a digital copy of official transcripts and a scanned copy of degree/diploma certificates. If you do not have an official transcript, you can upload a scanned copy of your mark sheets from post-secondary institutions you have attended. You must include mark sheets for all yearly or semester examinations and not just the final one. You can upload a consolidated mark sheet. **Do not** include high school/senior secondary school mark sheets or certificates. Certificates and mark sheets in any language other than English must be accompanied by certified English translations.

Do not upload images taken by your mobile camera.

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

LANGUAGE SKILLS:
Complete proficiency of languages as per the online instructions.

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

TEST SCORES: Select "Add Test" below to add information about TOEFL and GRE if you have taken. You can choose to keep this page blank. It is **not** mandatory to submit TOEFL and GRE scores at the time of application. If recommended for the fellowship, USIEF will provide fee vouchers for the TOEFL exam. However, if you took TOEFL or GRE in October 2024 or later, please upload your score report.

SCORE REPORTS: Please upload copies of available score reports in the respective upload area. To add additional test types, please return to the Test Scores page.

PLAGIARISM AGREEMENT

Plagiarism in any part of your application will result in your disqualification from participating in the Fulbright Foreign Student Program. Please select the appropriate response and click on *Save and Continue*.

Some U.S. universities and colleges have developed and published policies on the use of generative artificial intelligence (GenAI) on applications for admission or affiliation with their institution. Some institutions may scan applications for the use of language produced by GenAI. While individual institutional policies range widely and policy responses from U.S. universities will continue to evolve, copying language/content produced by GenAI directly into your application may negatively impact admission or affiliation decisions.

STUDY PLAN:
What is your intended degree objective in the United States? Select "**Master's**" from the list of program/degree objective.

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Home
Welcome
Preliminary Questions
Country Information
Personal Information
Contact Information
Academic & Professional

Study Plan

Questions marked with an asterisk (*) are required of all applicants for submission. Please review country-specific guidance to determine whether unmarked questions are required.

What is your intended program/degree objective in the United States? *
- ☑ Master's
- ☐ Doctorate
- ☐ Non-Degree
- ☐ Visiting Student Researcher*

What Is your intended major field of study? Select one discipline from the drop-down menu that is closest to your study objective.

What is your intended specialization/ sub-field of study? Select one field from the drop-down menu that is closest to your field of study.

Important note: The disciplines in the drop-down menu **may not** exactly match the list of eligible fields for the Fulbright-Nehru Master's Fellowships. You will be required to indicate your chosen field of study in the **FNMasters Applicant Annexure**, which you will upload in this online form on the page: Additional Information under Country-specific materials.

Briefly describe the area of the field in which you plan to specialize in United States. Please provide a summary of the field in which you propose to work here.

Please describe your future plans: Describe the career you plan to pursue after completion of study or research in the U.S., e.g., teaching, government, business, industry, or any plans you might have for continued study or research in your home country. Also indicate if you will be returning to former employment, or if you have been promised a position in India after completing your Fulbright grant.

Intended Grant Period:
Proposed length of stay in the U.S.: Please indicate the duration of fellowship between 1-2 years.

Proposed date of arrival in the U.S.: Please indicate expected date of your arrival in U.S. university. Please check the academic calendar of the U.S. university for more information.

<u>**Study Objective:**</u> Upload a copy of a clear and detailed description of your study objectives and give reasons for wanting to pursue them. Be specific about your major field and your specialized interests within this field. Describe the kind of program you expect to undertake and explain how your study plan fits in with your previous training and your future objectives. Your statement of purpose is an essential part of your application. This statement is an essential part of your application and is required. Do not mention specific U.S. universities at which you would like to study.

It is strongly recommended that you upload in PDF format. It is advisable for you to limit your response to 50 lines (1-2 pages) of text.

<u>**Personal Statement:**</u> This personal statement should be a 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

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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.

It is strongly recommended that you upload in PDF format. It is advisable for you to limit your response to 50 lines (1-2 pages) of text.

Writing Sample:
Writing sample is required for the following fields: Economics; Higher Education Administration; Journalism and Mass Communication; Public Health; and Urban and Regional Planning.

Please upload a **Writing Sample** (not exceeding 20 pages) on this link. A writing sample should be a copy of original article or paper published/presented on the online application form. It is strongly recommended that you upload in PDF format.

If you are applying in the field of Environmental Science/Studies; International Legal Studies; or Sustainable Development/Sustainability, you can upload the writing sample under country-specific materials on Additional Information page.

University Preferences: It is mandatory for applicants in India to provide this information.

Online instructions say, "It is not a requirement, nor is it expected for you to identify institutions at which you would like to study. However, please list in priority order up to four schools of your choice, providing a preference." **However, Indian applicants must complete this item along with preferred ranking**.

Do not just list the name of a university in which you are interested. Be specific. Provide the name of the department and the specific program within that department in which you are interested. If you have been in contact or correspondence with a faculty member, please provide the name and contact information for that individual.   **If you have applied to a U.S. university within the past three years, please list the programs and the results. If you have letters of admission, letters of invitation, deferral requests, or other correspondence from a school, especially a preferred program, please forward a scanned copy (not the original) of this correspondence to masters@usief.org.in**

Authorization of Release of Information: Read carefully and type your name (as per the passport) in the box.

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

Portfolio
Applicants in the fields such as Urban and Regional Planning can upload a portfolio as many U.S. universities recommend submitting a portfolio as part of the application materials.

You will see this link only if you have selected Architecture under major field of study. Please upload your work in .jpeg or .pdf version only.

GRANT & TRAVEL PLANS
Note: Completing the sections on family funds, expected additional funding, and travel funds is optional. You have the discretion to share this information, guided by your financial status and expected financial projections. Please be assured that the details entered in these sections will not

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impact the selection process. Your application will be evaluated solely on the basis of merit and other relevant criteria.

Please complete the items as per the online instructions.

Passport/Travel Document: If you have a valid passport, please upload the bio page of your passport that bear your name, place and date of birth, passport number, place and date of issue.

Accompanying Dependents: Please indicate if you plan to take any dependents (spouse and children below 21 years of age) with you to the U.S. At this stage of your application, passport information for your dependents is not required. *The Fulbright-Nehru Master's Fellowships do not provide any financial support for dependents.*

ADDITIONAL INFORMATION

Additional Documentation:

Country-Specific Materials:
FNMaster's Applicant Annexure: Upload completed **FNMaster's Applicant Annexure** on this link. You can download this from the USIEF website. Please type your name (as per the passport). Digital signature is not required.

Writing Sample: Only if you are applying in the field of Environmental Science/Studies; International Legal Studies; or Sustainable Development/Sustainability, you should upload the writing sample on this link.

Supplemental Materials: Upload scanned photocopies of proof of your **work/professional experience** on this section of the online application form. *Do not upload images taken by your mobile camera.*

Additional Documentation: Please upload FNMaster's employer's endorsement form (if applicable) in PDF format. Please use the format available on FNMaster's webpage on USIEF website.

Note: *If you are on a contractual/temporary position or planning to resign from your job to participate in the Fulbright-Nehru Master's Fellowship program, it's not mandatory for you to submit the Employer's Endorsement Form.*

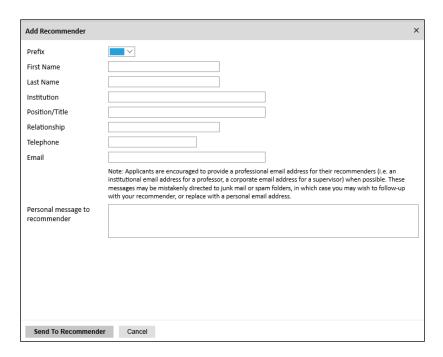**Outreach Survey:** Please complete as per online form instructions.

RECOMMENDATIONS:
You must have three letters of reference submitted on your behalf. All letters of reference should be written by teachers under whom you have studied or pursued research or by someone who has supervised you in work related to your proposed field of study. Letters of reference should not be written by persons related to you either by blood or marriage or by personal friends. The letters should be written in English, if possible. If they are not, an original English translation must be provided.

Click the "Add Recommender**"** button in the left corner of the application form to register your referees. You will need to complete the reference registration form to allow your referee(s) to

submit your references online. It is imperative that you accurately enter the information as your referee will receive an automated email informing him/her of the online reference process.

Your referees will receive an email from Fulbright@iie.org directly, asking them to register for the website and complete their recommendation. You will receive an email notification after the referee submits the online recommendation letter. You must follow up with the referee if you do not receive the reference submission notification. References must be submitted no later than **May 14, 2025.**

Note: Letters of recommendation may be submitted before or after you submit the application. However, ensure that your referees complete their letters of reference prior to the application deadline. If your recommender is unavailable, you will have the option to exclude the recommender and add an alternative after you submit the application.

SIGNATURE
Read carefully and type your full name (as per passport) in the box.

REVIEW
Before you submit your application electronically, your application will be reviewed for completeness. If there is missing data, you will be prompted to correct it.

Preview Application Proof: You can download the pdf copy of the application, review and keep a copy for your record.

IMPORTANT: Refer to the FN Master's Application Checklist before submitting your online application. FNMaster's Applicant ANNEXURE and FNMaster's Employer's Endorsement Form (if applicable) are important, without these documents your application will be considered incomplete.

Note: On submission of your online application, you will receive the following automated response:

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"Congratulations! You have successfully submitted your online application to the Fulbright Foreign Student Program. You may also receive a confirmation email from the Fulbright agency in your home country/country of application to verify that your application has been received…"

NOTE: United States-India Educational Foundation (USIEF) - Fulbright Commission in India - will NOT send any additional confirmation e-mail to you.

Important Alert!
The online application portal will close exactly at the specified time of the deadline. No applicant will be able to submit their application after the deadline. Applicants are strongly advised to submit their applications well in advance.

Application Deadline: May 14, 2025, 23:59:59 hrs (IST)

If you have any questions, please write to masters@usief.org.in