****

**UNITED STATES-INDIA EDUCATIONAL FOUNDATION**

**Fulbright House, 12 Hailey Road, New Delhi 110 001**

**2024-2024 Fulbright-Nehru International Education Administrators Seminar (FNIEAS)**

**FNIEAS Applicant Checklist**

Before you submit your online application no later than **August 14, 2023**, please ensure the following:

(Check  against each item on the following list.)

1. \_\_\_\_\_Upload your **curriculum vitae/resume** on the **Page: Academic and Professional Information** of the online application form. It should provide a complete picture of your educational background, work experience, and all major accomplishments (publications, honors, awards, memberships in associations etc.).It should not exceed six (6) pages. Do not include any photographs.
2. \_\_\_\_\_If employed, upload the completed **FNIEAS Letter of Support from Home Institution Form** from USIEF website [**www.usief.org.in**](http://www.usief.org.in), confirming your availability to participate in the Fulbright award signed by your employer or upload the on the **Page: Academic and Professional Information** of your online application.
3. \_\_\_\_If you have previously entered the United States on a J-1 or J-2 visa, please upload a scanned copy of your previous DS-2019s on the **Page: Academic and Professional Information.**
4. \_\_\_\_\_Complete electronically and upload the **Statement of Purpose** form on the **Page: Project Proposal** of your online application. Download the Statement of Purpose form from the USIEF website. It has three components -- 1. Project Statement; 2. Detailed Essay; and 3. Institutional Statement. **Complete all the three components of the SOP before uploading**.
5. \_\_\_\_\_**Passport:** Please upload the page of your current (valid) passport that bears your name, place, and date of birth, passport number, place, and date of issue on the **Page: Grant & Travel plans** under **Passport/Travel Document**. At this stage of your application, passport information for your dependents is not mandatory.
6. \_\_\_\_\_Request your three referees to submit their reference letters online. You must click **Add Recommenders** on the **Page: Recommendations** of your online application**.** All letters of reference should be submitted by **August 14, 2023**.

**APPLICATION DEADLINE: August 14, 2023, 23:59:59 hrs (IST)**

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