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**UNITED STATES-INDIA EDUCATIONAL FOUNDATION**

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

**2024-2025 Fulbright-Nehru Visiting Chair (FNVC) Program at Emory University**

FNVC Applicant Checklist

Before you submit your online application no later than **September 18, 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 **FNVC Letter of Support from Home Institution Form**, confirming your availability to participate in the Fulbright award signed by your employer on the **Page: Academic and Professional Information** of your online application on or before the application deadline by **September 18, 2023**.
3. \_\_\_\_If you have previously entered the United States on a J-1 or J-2 visa, if yes, please upload scanned copy of your previous DS-2019s on the **Page: Academic and Professional Information.**
4. \_\_\_\_Select the appropriate category on the page: **Project Proposal** (select category as Teaching/Research). This is mandatory.
5. \_\_\_\_\_Upload project proposal on the **Page: Project Proposal** of the online application form **(Should not exceed five single-spaced pages (3,500 words).** Please follow the instructions for research.
6. \_\_\_\_\_**Course syllabi** (**required for teaching/research applicants**). Please follow instructions and upload course syllabi on the **page: Project Proposal** of your online application. You will have to provide up to 10 pages of sample syllabi for courses you propose to teach or have taught.
7. \_\_\_\_\_**Passport:** Please upload the page of your and your dependents’ current (valid) passport that bears name, place and date of birth, passport number, place and date of issue on the **Page: Grant & Travel plans** under **Passport/Travel Document**.
8. \_\_\_\_\_Please complete the **FNVC Applicant Annexure Form** electronically and upload the pdf copy on the **Country-specific Materials** link on the **Page: Additional Information** of the online application.
9. \_\_\_\_\_Upload a copy of a **recent significant publication** (which could be an article or paper not exceeding 30 pages) on the **Additional Documentation** on the **Page: Additional Information.**
10. \_\_\_\_\_Request your three referees to submit their reference letters online. You must click on the **Add Recommenders** on the **Page: Recommendations.** All letters of reference should be submitted by **September 18, 2023**.

**APPLICATION DEADLINE: SEPTEMBER 18, 2023, 23:59:59 hrs (IST)**

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