FULBRIGHT APPLICATION TIMELINE

Now

- Go to the Fulbright Website read every page, and click on every link. This site includes resources, emails, phone numbers, webinars, etc. for getting your questions answered.

- Make an appointment with the Director of the Office of National & International Fellowships (ONIF), Dr. Stella Setka, who can help you through the application process and offer a number of invaluable resources.

- Talk to your friends about applying. Seriously, having buddies going through the process with you helps clear up a lot of confusion and gives you positive reinforcements when you have a momentary freak out and want to quit.

- Start researching areas of your interest that are applicable to countries where you fit the profile.

- Talk to people you know who have previously received Fulbrights. They LOVE helping prospective Fulbrighters. Don’t be afraid to Facebook message or email people you don’t really know.

- Check out ONIF’s resources for Fulbright applicants.

February

- Have your country picked out. If you are still deciding between two, you are okay, but you are going to have to do double the amount of work researching and contacting people for your affiliation.

- Once you have selected your country, start talking to everyone you know who may have a connection in that country (including friends who may be from there or have studied there). Start sending name-dropping emails.

- Talk to your professors or old professors; they will give you a ton of resources and can really help with narrowing your focus, and put you in contact with others. Email professors at LMU whose research area suggests that they might have a connection with the country of interest to you. It’s all about networking!

- If your grant type/country requires that you have a particular degree of fluency in the host country language, make sure that you start taking steps now to acquire the requisite level. This may involve taking or auditing a language course on or off campus.

- Touch base with Dr. Setka to make sure she is aware of your plans.

March/April

- Start writing up drafts, no matter how many gaps and questions marks you have. LMU’s ONIF website has a ton of helpful material that can help you get started.

- Once you start getting your ideas organized on paper, start contacting recommenders. Make sure that you touch base with Dr. Setka to let her know who will be recommending you.

- Plan to attend one of the writing workshops for your grant type. This will help you get started on crafting the all-important Statement of Grant Purpose and Personal Statement and will ensure that you have a document to provide potential affiliate (if applying for the Study/Research grant) and will get you on track to working with your faculty mentors.
April/May/June

- Fill out and submit your Fulbright Preliminary Application form to Dr. Setka at stella.setka@lmu.edu no later than April 24, 2017. Students who submit their forms after April 24 may not receive the benefit of guidance from the LMU Fulbright Faculty Committee.

- Create a login in the Fulbright Embark Application system and fill out the basic information, including Question #5 in the application proper (where you will indicate that you’re applying through LMU). Creating an identity in the application system will help Dr. Setka track of your application and update you about important workshops and meetings.

- Start contacting individuals in your host country from institutions that can support your research. It’s crucial that you lay the foundations for a research affiliation early; many academics go on vacation during the summer and do not frequently check their email.

- By the beginning of June, you should have rough drafts that you are continually sending to professors, colleagues, and Dr. Setka for feedback and revisions.

- Check in with Dr. Setka again.

June/July

- DRAFTS, DRAFTS, DRAFTS.

- Share your drafts with Dr. Setka and Faculty Mentor(s).

- Secure items you need (language evaluations, transcripts, physical letter of affiliation)

- Keep Dr. Setka and your Faculty Mentor(s) apprised of any challenges you’re facing.

- Schedule your Foreign Language Evaluation, if applicable.

August/September

- Attend any Fulbright-related workshops offered by ONIF.

- Perfect your application materials.

- Prepare for on-campus interview with Dr. Setka and the LMU Fulbright Faculty Committee.

- Your application must be submitted by 5pm on Monday, September 11th 2017.

Don’t be afraid to apply for a Fulbright. It is totally attainable. Turning in the application alone feels like a huge achievement. Take it from a former Fulbrighter: “I realized that even if I didn’t get the Fulbright, I had already set in motion a great project idea, with the right contacts, that I could make happen regardless of getting the Fulbright.”
Fulbright U.S. Student Program
2017 Preliminary Application
Loyola Marymount University

Name:
Student ID:
Major(s):
Minor(s):
Expected graduation month/year:
Cumulative GPA:
Preferred email address:
Phone where you can be reached over the summer:
How did you hear about the Fulbright?

Country to which you plan to apply (if undecided, list prospects):

Reference Letters
The Fulbright requires three letters of reference. Your reference writers should be able to attest to your ability to carry out your Fulbright work, whether that is research, study, or teaching. Please list below at least two professors or relevant references with whom you have already discussed your plans and who have agreed to write on your behalf.

Proposed Project
In one or two paragraphs, describe your idea for a Fulbright research/study project, including the names of institutions with which you might affiliate. It’s fine for your ideas to be tentative for now, but you need to as specific as possible about the kind of project you hope to complete. If you are applying for an English Teaching Assistantship, explain your reasons for applying for a Fulbright in the country you have chosen.

Additional Materials
Please attach a current resume or list of activities and awards.

Please save your files as Last Name, First Name Part of Application (e.g., Setka, Stella Prelim App or Setka, Stella Resume), then email both files to Dr. Stella Setka at stella.setka@lmu.edu. The deadline for submitting this form is April 24, 2017.

*Please note that essays produced in the Fulbright application process may be used in the future as anonymous samples for workshop purposes.