

FULBRIGHT VISITING SCHOLAR PROGRAM

Instructions for Completing the Application

The Fulbright-RAF Scholar Award 2023-2024 in the field of Agricultural Extension Services

Application : <https://apply.iie.org/fvsp2023>

Read all instructions carefully before completing the application. Applicants may only apply for one award per application cycle.

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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](#), 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, make sure that you have carefully read the eligibility requirements for Romanian applicants available at:

<https://fulbright.ro/competition/2023-24-fulbright-raf-scholar-award-agricultural-extension/>

Additional information and a list of participating countries can be found here: <https://www.cies.org/>.

Step 2: Record user name and password in a safe place

Your email address is your user name. 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 user name and password. If necessary, you can reset your password by clicking the “Forgot Your Password” link on the log-in page.

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.

To complete your application correctly, please answer all questions completely and carefully. Review these additional tips:

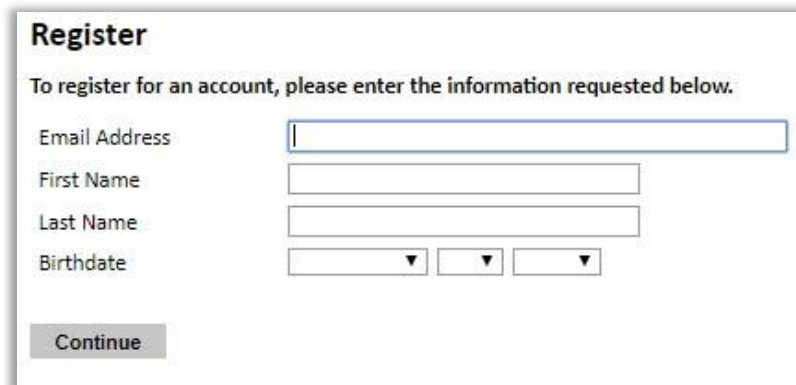
- Use upper and lower-case letters (e.g. John Smith). Avoid using all capital letters (e.g. JOHN SMITH). Do not use special characters, such as accent marks.
- You can copy and paste information into all text boxes.
- Limit your responses to the space provided in all text boxes.
- Prepare required documents 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.
- Some questions are “required.” They are marked with an asterisk (*). You will not be able to submit your application until all required items are complete.

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



Register

To register for an account, please enter the information requested below.

Email Address

First Name

Last Name

Birthdate

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.



Login

A temporary PIN has been sent to your email address. If you do not receive this message in the next few minutes, please check your junk mail folder.

Email Account

Temporary PIN

Birthdate

Set Password

To protect the security of your account, please specify a new password. The password must meet complexity requirements.

New Password

New Password (again)

- ✗ At least one letter
- ✗ At least one capital letter
- ✗ At least one number
- ✗ Be at least 12 characters
- ✗ New passwords must match

Set Password

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.

Managing Your Application

EDITING YOUR APPLICATION PRIOR TO SUBMISSION

1. You may log in at any time to review and edit your application form, upload documents, and enter recommender information.
2. Remember to save your application after completing each page by pressing the *Continue* button at the bottom of each page.

Note: The application will automatically log you out after 60 minutes of inactivity, so it is best to save your application frequently.

REVIEWING YOUR APPLICATION AFTER SUBMISSION

1. After you SUBMIT your application, you CANNOT make any changes.
2. You may continue to log in to your account to view the information you have submitted, save a PDF of your application form.

LETTERS OF RECOMMENDATION are not needed for the Fulbright-RAF Scholar Award in the field of Agricultural Extension Services Program.

Preliminary Questions and Data Privacy

These questions address essential program eligibility, share data privacy policy, and requests consent. All questions are required.

Preliminary Questions

Through which program country are you applying?*

To which academic year are you applying?*

Important! In the U.S. academic calendar, the academic year begins in August (2023) and runs through the following May (2024). If you intend to apply for a period that begins outside of academic year 2023-2024, make sure to consult with your home country Fulbright office (see [Country Information](#) page at left) to ensure you are filling out the correct application.

Do you hold or are you applying for:*

1. U.S. citizenship; or
2. Dual citizenship with the U.S.; or
3. U.S. permanent residency?

Have you reviewed and do you meet all program eligibility requirements for the country through which you are applying?
*Please review the [program details](#) and [eligibility requirements for the country through which you are applying before selecting a response.](#)**

1. Select the country through which you are applying for the Fulbright grant from the dropdown menu.
2. Select the appropriate program year from the dropdown menu: 2023-2024
3. U.S. Citizenship, Dual Citizenship with the U.S. or Permanent Residency: select 'yes' or 'no' to indicate your response.
 - Applicants cannot be U.S. citizens or permanent residents of the U.S. to participate in the Fulbright-RAF Scholar Award Program in the field of Agricultural Extension Services.
4. Select 'yes', 'no', or 'unsure' to indicate if you are aware and meet all program eligibility requirements.

- a. Please review the program eligibility requirements for the country through which you are applying before proceeding. (Carefully check the announcement for the *2023/24 Fulbright-RAF Scholar Award in the field of Agricultural Extension Services* on <https://fulbright.ro>)

IIE Data Privacy Consent for Applicants in IIE-Managed Programs

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 we process it and with whom we 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. Please review the "What Types of Sensitive Personal Data Do We Process?" section of the Program Privacy Statement for more details.

*I have read IIE's Program Privacy Statement and give consent for IIE to process my data.**

▼

[Continue](#)

5. Carefully review the Data Privacy information. If prompted, indicate your acceptance of data privacy terms by selecting 'yes' or 'no'.
6. Click *Continue* to proceed to the next section

Country Information

Country Information

Please review the information below to assist in completing your application. If this is the first time you are accessing this page, you must select an Award, marked with an asterisk (*) below under Award Information; if you are returning, please ensure that the Current Award opportunity is correct.

Contact Information

Norfolk Island Organization (Demo)

Address: Street Address Demo, 12345-0001 Schenectady, United States

Program Information

Program Website: www.google.com (demo)

Current Application Competition Year: 2023-2024

Deadline Information: Please see awards for details.

General Information: Demo for VS 2023-2024 cycle.

Award Information

Current Award:* No Award Selected

[Select/Change Award](#)

Continue

1. Review all information in this section!
2. **Select the Fulbright-RAF Scholar Award in the field of Agricultural Extension Services (Romania) in the “Award Information” section**
3. Note any country-specific and award-specific instructions for completing the rest of the application, including:
 - a. Country website: <https://fulbright.ro>
 - b. Deadline information: THURSDAY, January 26, 2023, 23:59 (local time/Romania)
 - c. Open application cycle: 2023-2024 (U.S. academic year)
 - d. Additional required materials: see competition requirements on Fulbright Romania website: <https://fulbright.ro/competition/2023-24-fulbright-raf-scholar-award-agricultural-extension/>
4. If prompted, you must select an Award (see highlighted above) before proceeding: Fulbright-RAF Scholar
5. Click *Continue* to proceed to the next section.

Personal Information

Enter all required biographical information. Please review country-specific guidance (provided in the Country Information section of the application) to determine whether you must provide additional information.

1. **Name:** Enter your name exactly as it appears on your passport. Only enter a preferred name if it is DIFFERENT than your legal name (e.g. Alex instead of Alexander).
2. **Name on Previous Records:** If your name is recorded differently on any previous records, list it in the Name on Previous Records section (e.g. maiden name).
3. **Biographical Information:** The birthdate that you used to create your account will automatically appear. Enter your city of birth, country of birth, sex (as it appears or will appear on your passport or travel document), preferred gender identity, marital status, and number of dependents.
4. **Citizenship Information:** Select your country of citizenship and country of residence from the dropdown menus provided.
 - a. If applicable, enter your national identification number and any additional countries in which you hold citizenship.
 - b. To select multiple countries, hold down the CTRL (PC) or Command (Mac) button when selecting options.
5. Click *Continue* to save your responses and advance to the next section.

Contact Information

Enter all required contact information. Please review country-specific guidance to determine whether you must provide additional information

1. **Address:** Select the country where you live from the dropdown list first when entering your permanent address (i.e. physical address where you live).
 - a. Based on your country selection, the subsequent fields will change to match the address format of that country.
 - b. Complete the remaining address fields. Do not use accents or special characters.
 - c. Select 'yes' or 'no' to indicate if your current mailing address (i.e. the address where you receive mail) is the same as the permanent address you entered above. *They do not have to be the same.*
 - If you answer 'no,' then a second address section will appear where you may enter your mailing address information.
 - If you answer 'yes' to this question, proceed immediately to the next section.
2. **Telephone Numbers:** Enter your contact phone numbers as appropriate. Include the country code. If the field turns red, please review the numbers that you have entered to look for any errors. To find the correct country code, click on the blue 'country code' link
3. **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 go to your primary email address.
4. **Emergency Contact Information:** Entering emergency contact information is not required unless directed by the country-specific instructions. If you would like to provide emergency contacts in your home country, please enter the appropriate information. The individuals you list may be contacted in the event of an emergency while you are participating in grant activities, including any required travel for interviews in your home country. You may also enter emergency contact information for individuals in the United States.
 - a. When entering the address, choose the country that corresponds to your emergency contacts' address first and the following fields will update to match the address format of the selected country.
5. Click *Continue* to save your responses and advance to the next section

Academic & Professional Information

This section collects information about your academic and professional background, including your curriculum vitae/resumé, academic degrees, professional experience, organizational memberships, letter of support from home institution, experience abroad, and previous Fulbright grants, if applicable.

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

1. **Curriculum Vitae/Resume:** Upload your curriculum vitae/resumé in PDF format that does not exceed six (6) pages.

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

- a. Click *Browse*
- b. Locate and select the file that you previously saved to your computer. Click *Open*
- d. Click *Upload* to complete the file upload

Curriculum Vitae/Resume	Please upload a document that does not exceed six (6) pages.	<input type="button" value="Browse..."/>	No file selected.
		<input type="button" value="Upload"/>	

2. **Academic Background:** List all post-secondary educational institutions from which you have received a degree or academic credential in reverse chronological order. You **MUST** include any education institutions you are currently attending (even if you have not yet completed your educational program) and estimated date of graduation/completion.

- a. Click *Add Institution*
- b. Type in the name of the institution
- c. Choose the level of study (graduate or undergraduate) from the dropdown menu
- d. Select the country where the institution is located from the dropdown menu
- e. Enter the appropriate city and region/state
- f. Provide the website of the institution (optional)
- g. Select the U.S. equivalent of the degree or diploma earned (e.g., BA – bachelor’s degree)
- h. If relevant, provide the actual name of the degree or diploma (e.g., license)
- i. Enter the discipline in which this degree or diploma was earned
- j. Select the month and year of the date this degree was received (Month – Year format) from the drop-down menu

- If a degree is in progress, list expected date of conferral for Date Degree Received.
- k. Click *Save*.

Educational Institution

Institution*

Level of Study*

Institution Location (all address fields are required)*

Country

City

State

Website

Name of Diploma or Degree Equivalent*

Actual Name of Degree or Diploma

Discipline*

Date Degree Received*

If a degree is in progress, list expected date of conferral for Date Degree Received.

3. To add additional entries for post-secondary educational institutions, click *Add Institution* and follow the bulleted instructions above.
4. **Current Professional Profile:** List your current professional affiliation or employer by clicking *Add Experience* under Position Title
 - a. Choose the role which most closely corresponds to your current role from the dropdown menu
 - b. If you are an independent/unaffiliated scholar, check the box underneath the Current Role field. The Institution Name and Department Name fields will disappear after the box is checked
 - c. Enter your current position title (e.g. Professor, Assistant Professor, etc.)
 - d. Enter the name of the institution and, if relevant, the department where you are currently employed

- e. Enter the start and end dates for the position you entered (Month-Year format). If you are currently employed in this role, leave the End Date fields blank.
- f. Select the country where your current place of employment is located from the dropdown menu. Enter in the street address, city, state/region, and post code as applicable
- g. Click *Save*

Professional Experience

Current Role*

I am an independent/unaffiliated scholar.

Position Title

Institution Name*

Department Name

If you are currently employed, please leave the End Date field blank.

Start Date

End Date

Institution Address

Country*

Street Address*

City*

State/Region*

Postal Code*

5. If you have more than one current position, click *Add Experience* and follow the instructions above.

6. List your most significant professional accomplishments, honors and awards, and up to three significant publications in the text box.
 - a. List no more than five accomplishments, honors, or awards
 - b. Separate each entry with a semicolon (;)
 - c. 700-character limit

7. **Organizational Memberships:** List up to four professional memberships in cultural, educational, and professional organizations.
 - a. Select the number of Organizational Memberships you'd like to add (up to 4)
 - b. Enter the name of the organization
 - c. If you held an elective office in the organization, enter the name of your role (e.g., Treasurer)
 - d. Enter the start and end dates (Month-Year format) that correspond with your membership in this organization.
 - If you are still an active member, leave the End Date blank.
 - e. Click *Save*

Organizational Memberships

List up to four professional memberships in cultural, educational, and professional organizations.

Please select how many Organizational Memberships you would like to add.*

2 ▼

Organizational Membership 1	Organizational Membership 2
Organization* <input style="width: 90%; border: 1px solid #ccc;" type="text"/>	Organization* <input style="width: 90%; border: 1px solid #ccc;" type="text"/>
If you held an elective office, list this in your Role. Role* <input style="width: 90%; border: 1px solid #ccc;" type="text"/>	If you held an elective office, list this in your Role. Role* <input style="width: 90%; border: 1px solid #ccc;" type="text"/>
Start Date* <div style="display: flex; gap: 10px;"> <input style="width: 40%; border: 1px solid #ccc;" type="text"/> ▼ <input style="width: 40%; border: 1px solid #ccc;" type="text"/> ▼ </div>	Start Date* <div style="display: flex; gap: 10px;"> <input style="width: 40%; border: 1px solid #ccc;" type="text"/> ▼ <input style="width: 40%; border: 1px solid #ccc;" type="text"/> ▼ </div>
If you are still an active member, leave the End Date blank. End Date <div style="display: flex; gap: 10px;"> <input style="width: 40%; border: 1px solid #ccc;" type="text"/> ▼ <input style="width: 40%; border: 1px solid #ccc;" type="text"/> ▼ </div>	If you are still an active member, leave the End Date blank. End Date <div style="display: flex; gap: 10px;"> <input style="width: 40%; border: 1px solid #ccc;" type="text"/> ▼ <input style="width: 40%; border: 1px solid #ccc;" type="text"/> ▼ </div>

8. Letter of Support from Home Institution:

Home university administrators should provide a completed [University Letter of Support](#) to confirm their support for scholar’s participation in the program and also for implementation of entrepreneurship education opportunities upon his/her return.

This letter must be uploaded to the Fulbright-RAF Scholar Award in the field of Agricultural Extension Services application at this specific section (Letter of Support from Home institution) by **January 26, 2023**, at the latest.

1. Upload a PDF file of your letter of support from your home institution, confirming your ability to participate in a Fulbright-RAF Scholar Award in the field of Agricultural Extension Services.
 - a. Click *Choose File*
 - b. Locate and select the file that you previously saved to your computer
 - c. Click *Open*
 - d. Click *Upload* to complete the file upload

The screenshot shows a form section titled "Letter of Support". It contains the instruction "Please upload any letters of support/leave from your home institution." To the right of this text are two buttons: a yellow "Choose File" button and a grey "Upload" button. To the right of the "Choose File" button, the text "No file chosen" is displayed.

9. **Experience Abroad:** List any professional travel and/or residence abroad that exceeds three (3) months, including any stays in the United States, during the last six years.
 - a. Click *Add New Experience Abroad*
 - b. Select the country in which you spent your professional travel and/or residence abroad from the dropdown menu provided
 - c. Select the start and end dates (Month-Year format) of you travel/residency
 - d. Enter the purpose of your travel abroad
 - e. Click *Save*

The screenshot shows a form titled "Experience Abroad". It contains the following fields:

- Country*:** A dropdown menu.
- Start date:*** Two dropdown menus for month and year.
- End date:*** Two dropdown menus for month and year.
- Purpose of Travel Abroad:*** A large text input field.

10. If you have more than one trip abroad to enter, click *Add New Experience Abroad* again, and follow the bulleted instructions until all entries have been saved.

11. Select 'yes' or 'no' to indicate if you have previously entered the United States on a J-1 or J-2 visa

- If 'yes', you are required to select the J category of sponsorship from the list and upload a copy of your previous DS-2019.

NOTE: *If you participated in a J-1 or J-2 visa exchange program in the Professor or Research Scholar categories in the last 24 months, you are suggested to check with the U.S. Consulate to confirm your eligibility.*

12. Select 'yes' or 'no' to indicate if you have previously been awarded a Fulbright grant.

- If 'yes', indicate the number of prior Fulbright awards you have received (up to four). Then,
 - Select the Fulbright award type from the dropdown menu provided (e.g., Fulbright FLTA, Fulbright Foreign Student, etc.)
 - If you select "Other (please specify)", enter in the name of the Fulbright grant that you received in the "Other, please specify" field
 - Select the academic year that corresponds to the year in which you received the Fulbright grant.

Previous Fulbright Grant(s)

Have you previously been awarded a Fulbright grant?*

Yes ▾

If you have previously been awarded a Fulbright grant, please list the grant(s) below.

Please select how many Previous Fulbright Grants you would like to add.*

2 ▾

Award 1	Award 2
Award Type*	Award Type*
<input type="text"/>	<input type="text"/>
Previous Grant Year*	Previous Grant Year*
<input type="text"/>	<input type="text"/>

If you are an alumnus of the Fulbright Scholar program, please provide a brief justification as to why you should be considered for another Fulbright Visiting Scholar award. (This question does not apply if your previous Fulbright award was through the Fulbright Foreign Student or Foreign Language Teaching Assistant (FLTA) Programs.)

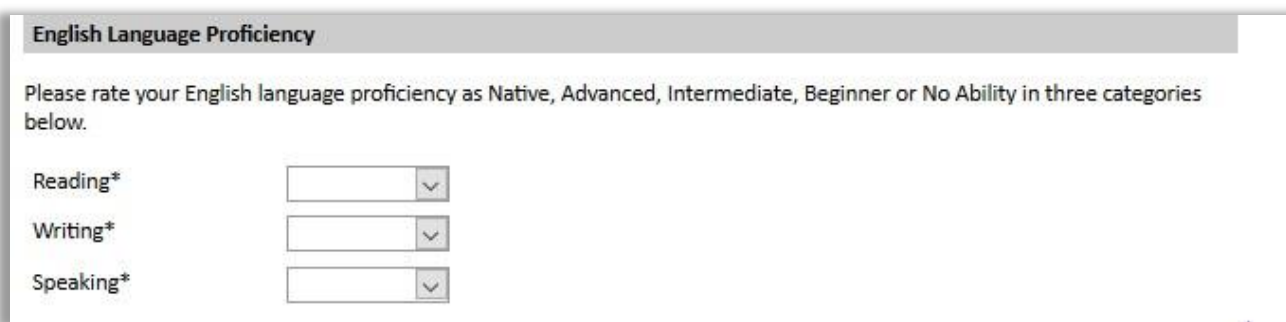
13. If you are applying for another Fulbright Scholar Opportunity, please provide justification as to why you should be considered for another award in the text box.
14. Click *Continue* to save your responses and advance to the next section

Language Skills

This section collects information about your native language, English language skills, and any additional languages that are relevant to your project proposal.

1. **Native Language:** Select your native language from the dropdown menu provided.
2. **English Language Proficiency:**

Note: Romanian applicants do not have to take an English proficiency test such as TOEFL or IELTS.



The screenshot shows a form titled "English Language Proficiency". Below the title, it says "Please rate your English language proficiency as Native, Advanced, Intermediate, Beginner or No Ability in three categories below." There are three rows of dropdown menus: "Reading*", "Writing*", and "Speaking*", each with a corresponding dropdown arrow.

- Rate your English language proficiency in Reading, Writing, and Speaking. Select Native, Advanced, Intermediate, Beginner or No Ability from the dropdown menus as appropriate.
3. **Additional Language Skills:** Select the number of additional languages that you would like to include that may be of use for your project or study plans.
 - Select the language you are reporting from the dropdown menu and rate your proficiency in Reading, Writing, and Speaking. Select Native, Advanced, Intermediate, Beginner or No Ability from the dropdown menus as appropriate.

Click "Continue" to save and move to the next section.

Plagiarism Agreement

1. Carefully review the Plagiarism Agreement and indicate your acceptance of the terms by selecting 'Yes' or 'No'.

Plagiarism in any part of your application will result in your disqualification from participating in the 2023-2024 Fulbright -RAF Scholar Award Program in the field of Agricultural Extension Services.

Plagiarism will be understood to include any of the following:

Presenting wording, statistics or concepts as your own which should be attributed to someone else or to publications (online or offline). This includes, but is not limited to:

- Copying the exact wording of a written source (with or without citation)
- Presenting material with alterations in wording (with or without citation)
- Paraphrasing the content of a source without citation

It is expected that your responses to all questions in the following application will be your own work and writing, with clear citation of secondary sources if describing academic work and the writing of others (including one's own previously published work). Any sources used in the construction of your responses must be clearly cited.

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

[Project Proposal](#)

Related details are available at **Appendix**, pages 21-25.

This section collects information about your proposed project. Please carefully review country-specific guidance available at <https://fulbright.ro> to determine if you must submit any additional documentation.

1. Select the category of grant for which you are applying: *Research*
2. Enter your Project Title – it should succinctly describe the focus of the award. Maximum 160 characters
3. Enter a summary of your Project Proposal in the text box (maximum of 700 characters)
 - In a few sentences, provide a concise overview that easily allows the reviewers to appreciate the significance of the proposal and any potential contributions to the field.
 - 700-character limit, use Roman characters only.
 - This abstract is meant to serve as a brief summary of the more detailed personal statement.
 - Avoid using hard returns in your response.
4. Upload a detailed project statement of three (3) to five (5) pages in PDF format
 - a. Click *Choose File*
 - b. Locate and select the file that you previously saved to your computer
 - c. Click *Open*
 - d. Click *Upload* to complete the file upload
5. Select the most appropriate academic discipline for your project from the dropdown menu:
Agriculture
6. Select the most appropriate primary specialization from the dropdown menu: **Extension Services**

7. Enter a brief description of the area of the field in which you plan to specialize/conduct research in the United States in the text box.
 - a. Some fields will ask you if you'd like to upload portfolio materials as part of your application. Select 'yes' or 'no'
 - b. If you select 'yes,' you will be directed to upload your materials on the next page. Please follow the upload instructions listed.
8. Select **4.5 months** for your grant length from the dropdown menu
9. Enter your proposed grant start and end dates (Month-Day-Year format): August 20, 2023 – December 30, 2023 (*subject to changes*)
10. Host Institutional Affiliation(s) - an institutional affiliation and a letter of invitation are **not required** at the time of application. Please select "No" (arrangements).

*The Fulbright-RAF Award 2023-2024 is only tenable at **designated U.S. universities** (Virginia Tech or the University of Minnesota, or Penn State University, or a similar U.S. land-grant university).*

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

Grant and Travel Plans

This section gathers information on your personal finances, additional grants you may have applied to/received, passport, and accompanying dependents. Please note that these sections may not be required if you are from certain countries. Review country-specific information before completing.

1. **Financial Information:** Select 'yes' or 'no' to indicate if you have other sources of financial support during your Fulbright grant (*not required to the Romanian candidates*)
2. **Additional Grants:** Indicate if you are planning to apply for other sources of funding to supplement the Fulbright grant award in the text box (1000-character limit). Include the duration and amount for all funding.
You should mention Not Applicable or N/A
1. **Passport/Travel Document:** upload a copy of your passport or travel document by selecting *Choose File*.
Note: Passport upload by January 26, 2023 is **optional**. All Romanian finalists are expected to provide a passport copy **by March 15, 2023**. In addition, passport copies need to be provided for accompanying dependents.

2. **Accompanying Dependents:** If required and/or allowed by your country-specific program, select the number of dependents you intend to have accompany you in the U.S. (select 0 if you do not have dependents or your dependents will not accompany you the U.S.)
 - a. If you select 1 or more, you will be prompted to enter required information for each dependent, including relationship to you, name, date of birth, sex, country of citizenship, previously held U.S. J-1 or J-2 visa, and intended length of stay in the U.S.
3. Click *Continue* to save your responses and advance to the next section.

Additional Information

Additional Documentation: Romanian Fulbright-RAF Scholar Award candidates are required to provide a [letter of support](#) by January 26, 2023.

1. **Outreach Survey:** Complete the Outreach Survey.
2. Click *Continue* to save your responses and advance to the next section

Recommendations

Fulbright-RAF applicants **are not required** to submit a Bibliography and letters of recommendation in their Fulbright-RAF Scholar Award online application. In case the system does not allow you to submit the completed application because of these missing documents, please proceed as follows:

- A. For the letters of recommendation/Register referees: include your own name and email address in order to fill out the fields and click on Invite;
- B. For the Bibliography: feel free to re-upload a double of your CV or of the University Letter of Support

Signature

Certify that the information you provided in the application is true and complete by typing your full legal name in the Signature Box:

In place of your signature, please type your full legal name:

Click *Confirm* to continue to the next page.

Review

The application will review the responses entered and will display any incomplete questions and required attachments that are missing.

- If no errors appear, then your application is ready for submission.
- If any errors appear, correct or complete these sections and return to the Review section to determine if your application is ready for submission.

REVIEW ALL RESPONSES. CLICK SUBMIT APPLICATION.

You will be able to download a PDF of your complete application following submission.

APPENDIX TO VISITING SCHOLAR GUIDELINES

1. NATURE OF GRANTS

The Fulbright-RAF (Romanian-American Foundation) Scholar Award in the field of Agricultural Extension Services has been established to provide Romanian academics from fields such as agriculture, rural economic development, biology, food science and technology with valuable experience, enabling them to develop programs for farmers and SMEs in agri-food sectors across the country.

The success of the program entails visionary professors committed to learning and implementing best practices in extension education, as well as university administrators committed to supporting new programs for the outreach to their community.

The final goal of the program is to develop pilot extension programs in communities mainly focused on the small and medium farmers and agri-food businesses with the potential to produce value-added products and services.

The extension mission can be a key development for the local universities to remain relevant for a broad range of audiences (students, faculty and staff, small and medium sized farmers, small businesses, industry, food retailers, the legislature, families, and consumers) and be the trusted source of science-based solutions across the industry and society.

The Fulbright-RAF Scholar Award is for one semester and will start in Fall Term 2023. No extensions or adjustments can be made for this specified duration of the award.

The Fulbright-RAF Scholar Award consists of:

- travel to/from the U.S., accommodation and general maintenance costs while in the US, settling-in - allowance, professional allowance and dependent allowance (if need be);
- Sickness and accident benefit coverage - ASPE (<https://www.sevencorners.com/gov/usdos>);
- J-1 visa sponsorship and administration (<https://i1visa.state.gov/>);
- pre-departure support, including one-day Orientation Program (to be announced);

Once on-the-ground in the U.S., further support is offered by the Institute of International Education/ IIE-CIES (<https://www.cies.org/>; <https://iie.org>) and by the Council on International Educational Exchange/CIEE (<https://www.ciee.org/>) - for a series of Fulbright-RAF Scholar Award program-related activities.

The Fulbright-RAF Scholar Award does not cover: computer hardware or equipment purchase; leisure travel; personal shopping gifts; additional expenses that relate to lifestyle preferences.

2. THE APPLICATION REQUIREMENTS AND THE REVIEW PROCESS

The applications will be assessed based on educational background and experience, current teaching duties, demonstrated interest to fully participate in the educational experience and to implement extension education upon return. Selection will be based on the combination of qualified professors with the support of their university for achievement of high impact results for Romanian students and targeted audiences;

- All the required documents must be submitted in English no later than **Thursday, January 26th, 2023**.

Documents will not be returned. Only online applications will be accepted;

- Initial screening and endorsement of a scholar's application are administered by the Fulbright organization in your country of application;
- Short-listed candidates will be invited to an interview conducted in English, either in-person or online (date and format will be announced);
- The application is then forwarded to IIE/CIES and the U.S. Department of State by the Fulbright organization in your country of application. Final selection for all grants is made by the J. William Fulbright Foreign Scholarship Board/FFSB (<https://eca.state.gov/fulbright/about-fulbright/j-william-fulbright-foreign-scholarship-board-ffsb>);
- You will be notified by the Fulbright organization in your country of application if you are selected, based on the timeline set by that organization. It is the policy of the J. William Fulbright Foreign Scholarship Board not to give to individual applicants, to others inquiring on their behalf, or to the public generally, the specific reasons for selection or non-selection of applicants for awards under the program, to the extent not required to do so as a matter of law.
- Before a grant can be confirmed, a Medical History and Examination Report is required and will be reviewed by appropriate personnel;
- For all the finalists of the competition, the affiliation will be concluded at the designated U.S. universities (Virginia Tech or the University of Minnesota, or Penn State University, or a similar U.S. land-grant university);
- As part of the program, administrators from selected universities will be invited to visit the U.S. at the conclusion of the residency semester to learn about the grantees' experience and observe an active extension ecosystem firsthand.

3. PREPARING THE FULBRIGHT-RAF SCHOLAR AWARD APPLICATION

Planning ahead: The first step in the application process is to meet with your faculty administrators to obtain their support. Advance planning will give you as much time as possible to put together a thoughtful and compelling application. Applicant review and final selection are based upon the actual application and accompanying materials. Your U.S. institutional affiliation will also be conducted based on the application, the personal statement and the accompanying letter of support from your home university.

4. GENERAL APPLICATION GUIDELINES

At the time of application, you must submit the following:

- an online application form (<https://apply.iie.org/fvsp2023>);
- a personal statement uploaded to the online application;
- one letter of support, provided by your home university administrator/Vice-Rector or faculty dean using the [standard form](#) directly uploaded to the online application;
- a CV, along with a valid passport copy, plus dependent's valid passports (if need be), uploaded to the

corresponding sections of the online application. Passports scans can be forwarded by March 15, 2023.

- **Letters of recommendation are not required.**

5. THE PROJECT STATEMENT (THE PERSONAL STATEMENT)

The personal statement, where you are expected to discuss your motivation to participate in this specific program, is one of the most important components of the application, along with the Letter of Support.

To ensure a competitive application, your project, as well as the strategy for completing and disseminating what you plan to acquire, should be thoroughly explained in the assigned section of this application. This statement should describe your education, experience and current teaching assignment. You are expected to present (1) your university's current activity covering aspects of extension-type services, education and consultancy for targeted audiences, as well as your own involvement in such activities even outside the university, (2) the extension ecosystem surrounding your university (infrastructure for agriculture – laboratories, plots, test strips, farm fields, pilot stations, staff and faculty, partnerships outside the university, etc.) and (3) university support for faculty technology transfer and applied research towards SMEs and farmers. Finally, describe your vision for a national extension model that can be deployed efficiently by the Universities across Romania to serve targeted groups.

Upload a detailed personal statement of maximum five single-spaced pages (max. 3,500 words).

FORMAT

- Do not exceed the character limit of the proposal. Including irrelevant or extraneous material may divert attention from the project statement.
- Begin the personal statement with your name, country and title at the top of page one. At the top of each subsequent page, type your name and country.
- Organize your proposal in order of the above-mentioned points; you could use them as headings for sections of text in your statement.

CONTENT RECOMMENDATIONS

- Submit a clear and complete personal statement that introduces you professionally to the review panel and your colleagues in the United States. The best applications are those that reflect the applicant's purpose and intent.
- Make sure that your qualifications and expertise match the objectives in your personal statement. You should be able to show that you are qualified to accomplish what you are proposing to do.
- Emphasize how your project will benefit the host institution, the community, the students, the targeted audiences or other scholars in your field both in Romania and in the U.S. Address in your project statement the ways in which you plan to use the experience upon your return. What is the likely impact of your experience abroad? How will you use what you learned upon your return,

professionally and personally? In what way will your home university provide support for implementing new projects in the field you want to specialize?

- Connect your past experience to what you are preparing to do if you receive an award. Focus on what can be reasonably accomplished during the period of the grant.
- Do not assume that your suitability for the project is self-evident. Your standing in your field may not be well known to reviewers. You need to make a case for yourself based on your past experience and current scholarly endeavors.
- Do not stress only how a Fulbright grant will benefit you or your career. Remember that the program is intended to foster mutual understanding between cultures and nations. What can you bring to the Fulbright-RAF Scholar Award in the field of Agricultural Extension Services program? What extra benefits could the program bring you?
- Be specific in describing your previous work and in laying out the nature of your proposed Fulbright-RAF Scholar activity. A frequent failing in applications is that the proposal is underdeveloped or too imprecise to give reviewers a clear sense of the endeavor.

STYLE RECOMMENDATIONS

- Express what you can bring to the program clearly and succinctly. Think of the basic questions that need to be answered: Why should I apply for this program and to come to the United States? If selected, what will I do and how will I do it? What can I contribute to the Fulbright-RAF Program? What will the results of my participation be? Include only the most pertinent information in forming your responses so as not to exceed the page restrictions. At the same time, you should avoid writing a proposal so brief that it will be difficult for the reviewer to understand it.
- Pay attention to style in your proposal. You may want to use the first person, but you should avoid flooding your proposal with “I’s” or referring to yourself in the third person.
- Keep your proposal simple and straightforward so that an educated reader from another discipline can understand it.

6. THE CURRICULUM VITAE

The curriculum vitae should describe your academic credentials and demonstrate a record of your scholarly achievements, in particular, in the proposed field of expertise (the document should not exceed six pages).

When composing your curriculum vitae, it is important to include:

- Education (universities attended, degrees earned and dates received)
- Professional positions held
- Courses taught and other services provided to students and the home institution
- Publications (provide full citations and list them starting with the most recent)
- Other professional activities, such as workshops, seminars and consultations
- Membership and activities in professional associations
- Professional honors, awards and fellowships

- Community service

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

Note: Copies of certificates and diplomas **are not required**.

For any questions concerning the application process, you are invited to contact us at:

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