

## Fulbright-Cottrell Award 2022

### *Instructions for application submission*

Please note that **only complete applications** will be considered. A complete application includes the following:

#### **1. Electronic application form (Part 1)**

Please download the **Application Form A** and save under the file name:

"FCA2022\_LASTNAME\_Firstname\_Part1.pdf" (use the latest version of Adobe Reader DC) as Part 1 of your application. Fill out the application form electronically (so that we may digitally process your personal information) and save again.

#### **2. Application Form B and supporting documents (Part 2)**

Please download or obtain the following supporting documents:

- **Application Form B** – Please complete electronically, including your name in the footer section of the document (once written on one page, your name will repeat on all pages). Do not make any changes to the application form (such as adding pages, changing form fields, etc.). Please use an easily legible font and font size (such as Arial 11 point) in the text fields of the application (limiting your responses to the provided space). Once complete, you may save this as a pdf.
- **Endorsement page** (with both signatures, as a .pdf scan)
- **Signature page** (with both signatures, as a .pdf scan)
- **Letter of support by the head of your department** that endorses your teaching proposal and indicates why you are the appropriate faculty member to undertake this project (with signature, as a .pdf scan)

Save the Application Form B as a pdf, and scan the latter three supporting documents. Then merge and save all four documents as a single .pdf document under the file name:

"FCA2022\_LASTNAME\_Firstname\_Part2.pdf" as Part 2 of your application.

Please send Part 1 and Part 2 as separate .pdf documents in one e-mail to

[specialprograms@fulbright.de](mailto:specialprograms@fulbright.de). To guarantee the successful submission of your application, please ensure that the attachment sizes of Part 1 and Part 2 combined are no larger than 10 MB. The application deadline is **January 10, 2022 (23:59 CET)**.

**Important:** Incomplete applications and applications submitted after the deadline of **January 10, 2022 (23:59 CET)** will not be considered.