



The Binational Fulbright Commission in Egypt

AY2018-2019 Scholar-in-Residence Program Otero Junior College

Please read these instructions carefully before completing the application.

STEP 1: Learn the requirements for submitting an application

Eligibility Requirements

- Egyptian citizenship; holders of U.S. green cards and/or passports are ineligible.
- Scholar preferably holding Ph.D. with relevant teaching experience in the eligible field requested by the U.S. host institution.
- English language proficiency.
- Minimal or no prior experience living in the United States.
- Credentials and ability to achieve the goals of the host institution.

Eligible Field: Social Sciences (Sociology and Political Science/International Relations)

Program Duration/Dates: 9 months (August 1, 2018 – May 21, 2019)

Special Eligibility Criteria:

- Ph.D. with relevant teaching experience is preferred.

Special Notes:

- Otero Junior College (OJC) seeks a scholar in the Social Sciences to teach two courses per semester. In Fall 2018, the scholar would teach an International Relations course focusing on topics of diplomacy, nationalism, ideologies, power, conflict, international economy and theoretical attempts to understand international behavior. Additionally, the scholar would teach Introduction to Sociology course focusing on human culture, social groups and the social issues of age, gender, class and race.
- In Spring 2019, the scholar would teach a Comparative Government course including topics of ideologies, political parties, interest groups and governmental institutions. Additionally, the scholar would teach Sociology of Diversity which explores relations regarding race, nationality, ethnicity, gender, sexual orientation and other diversity issues.

STEP 2: Complete the application

An application consists of:

1. Application Instructions:

Available at:

<http://fulbright-egypt.org/wp-content/uploads/2018/02/s-i-r-application-instructions.pdf>

The instructions will help you to complete your application successfully. Please read them carefully so that you understand the requirements for this application.

2. On-line application Form:

Available at: <https://ie.embark.com/apply/visiting scholars>

Complete your application information. In the application you must choose the program that you are applying for which is the **Scholar-in -Residence Program**.

3. Supporting Documents:

- **Curriculum Vitae (C.V.)**
- **English Language Proficiency Test (if available).** This documentation is **NOT** required for this program; please proceed to the next page of the application.
- **Financial Support/Budget:** This documentation is **NOT** required for your program; please proceed to the next page of the application.
- **Letter of support from your home institution:** A letter of support is required from the head of your department. This letter can be one of the three required reference letters (please see below section (4) for details on submission of reference letters).
- **Certificate of highest degree earned.** You can upload it to your online application through the Additional Documentation Section which allows you to upload supplemental documents.
- **Passport copy.** You can upload it to your online application through the Additional Documentation Section which allows you to upload supplemental documents.

4. Reference Letters:

- Candid, frank reference reports or letters of reference help reviewers place your teaching proposal within your home institution's current conditions and plans for growth. References also provide evidence of your reputation within your discipline.
- You must submit three references. Do not submit more than three references.
- One of the letters of recommendation should come from the head of your department and should support your participation in the program.
- References should be from people qualified to evaluate your professional work; the abilities you bring to the proposed teaching project; and your ability to adapt to another country and culture.
- If you have recently moved to a new home institution, one of the reference letters should be from your previous institution.
- Choose your referees carefully and contact them early. The letters of recommendation need to accompany the application as it could be weakened by an insufficient number of references.
- Do not ask someone for a letter of reference unless the person is well acquainted with your qualifications. A pro forma letter from a well-known scholar, a contact abroad or a prominent government official will carry less weight than a realistic assessment of your abilities from someone who knows you and your work well.
- References must be written in, or translated into, English.
- It is your responsibility to ensure that reference reports are submitted by the deadline.
- **Reference letters can be provided through one of the following means of submission:**
 - ✓ Having your selected referees submit their reference letters on-line through the **Register Recommenders** section of the on-line application.
 - ✓ Having your selected referees fill out and sign a **Reference Form**. You can then upload the completed form to your online application through the Additional Documentation Section which allows you to upload supplemental documents. For a copy of the form, please scroll down to pages 3 and 4 of this document.

Kindly note that supplemental documents such as certificates and reference letters should be in

English or with certified translation and are uploaded directly to the application on-line system.

STEP 3: Submit your application

Submit on-line application and supporting documents **no later than April 15, 2018.**

For additional information please contact sir@bfce.eun.eu or call 01065547399.

SCHOLAR-IN-RESIDENCE PROGRAM

Reference Form

NAME OF THE APPLICANT

Title: _____

Family Name: _____

First: _____

Middle: _____

Program applying to: _____

Current Position: _____

Department Name: _____

Institution Name: _____

NAME OF REFEREE

Title: _____

Family Name: _____

First: _____

Middle: _____

Position: _____

Department Name: _____

Institution: _____

City: _____

Country: _____

Email Address: _____

Signature of Referee

Month/Day/Year

Please address in the recommendation letter all the areas outlined below:

1. How long and in what capacity have you known the applicant?
2. Please discuss the applicant's qualifications and the merits of the proposal by commenting on the following:
 - a) Applicant's credentials, potential and record of academic or professional accomplishments.
 - b) Applicant's teaching and the applicant's ability to interact with students and others in an academic setting.
 - c) Applicant's communication skills.
 - d) Applicant's ability to make an impact on his/her field.
 - e) Significance of proposal to the field.
 - f) Importance of project to home country.
 - g) Relevance of applicant's previous research and training to proposed project.
 - h) Discuss your overall assessment of the candidate.
3. Please address the applicant's ability to function as a cultural ambassador, including the applicant's collegiality, cross- cultural adaptability, flexibility and sensitivity.