

REQUEST FOR REFERENCE FOR A FULBRIGHT STUDY/RESEARCH GRANT

YALE COLLEGE CLASS OF 2017

OVERVIEW FOR RECOMMENDERS:

- **Yale College's Fulbright campus deadline is September 9, 2016. Please upload your recommendation letter by this date** (instructions below).
- Fulbright provides related help at <http://us.fulbrightonline.org/instructions-for-reference-writers>.
- In order to provide Fulbright with an institutional evaluation of the student indicated below, a Yale committee must first read applications and interview students well ahead of Fulbright's national deadline.
- Your completed reference letter will also be forwarded as part of your student's official application for the Fulbright. You only need to upload your reference once for both Yale and Fulbright purposes.

HOW TO GET THE FORM AND UPLOAD IT?

- Once your student solicits your recommendation on-line, you will receive instructions and log-in details directly from the Fulbright US Student Program online application system ("Embark").
- These emails are often caught by spam filters, so please do look in your junk folder if needed.
- 1 p.m., August 26, is the students' deadline for soliciting references online. Students who fail to meet this deadline will not have their materials reviewed by Yale's committee.
- Students have been instructed to solicit recommendations only after consulting with you and providing you with copies of their Fulbright essays and resumes no later than August 19.
- Should you need to resubmit your recommendation for any reason, please email support@embark.com, remembering to provide the name and email address of the applicant and your name and email address.

INSTRUCTIONS FOR APPLICANTS / WAIVER AGREEMENT:

- **[1] By August 19th** (this is strong advice but not a hard deadline, *per se*), give a copy of this form to each person who has agreed to write a reference in support of your application, together with copies of your essays and resume.
- **[2] By August 26th (this IS a deadline!)** register each recommender in the Fulbright application system so that it will send the log-in information and instructions for uploading references:
<https://apply.embark.com/student/fulbright/usa/25/>
- **[3] Complete the items in the box below:**

I have requested this reference in support of my application for a Fulbright Study/Research Grant. I understand and agree that I will not read this reference, and that I will not seek to do so either while I am enrolled at Yale, or subsequently. (Typing your name below will constitute your signature.)

Student's Name:

Date: March 23, 2016

Dear Recommender: Thank you for your support of this student's application. This form is for your information and need not be returned to Fellowship Programs. If you have a question or difficulty, please contact us at

Center for International and Professional Experience (CIPE)
Fellowship Programs
Telephone: 203-432-8685 – E-mail: fellowships@yale.edu