**USC Fulbright Application Process: Frequently Asked Questions**
Prepared by Academic Honors and Fellowships, 8/17/15

**What do I need to submit to USC by the September 14 campus deadline?**
You must submit your application through the Fulbright Embark system by 12pm September 14. Upon submission, your application will come into our management as long as you have indicated you are applying through USC (Question #5 on the Application Form section). Your application will not go directly to Fulbright.

All pieces of your application including: Letters of recommendation, Transcripts, Language Evaluation and Affiliation (if applicable) are also due September 14.

ARTS applicants – Supplementary materials need to be uploaded to DecisionDesk and emailed directly to Katie Calvert by September 14.

**Should my recommenders submit their letters directly to you?**
No. Recommendations must be submitted online only - no later than September 14 at 12pm - where we can access them for the evaluation interviews. If serious extenuating circumstances prevent one of your recommenders from submitting their letter by the 9/14 USC deadline, they may submit their letter no later than the final October 9 deadline. Please note, late letters will not be reviewed by the campus evaluation committee and incomplete applications are not viewed favorably.

**I’m not sure if my host affiliation letter will arrive by September 14. What do I do?**
For the campus deadline only, you may include an email confirmation of your affiliation. If you can’t acquire any form of the letter in time, inform the campus committee of your proposed affiliation during your campus interview. The final deadline for the letter is October 9.

**How do I submit the transcript?**
We recommend you order a hard copy of your official transcript, scan it, and upload the PDF file to your online application. If you tell Registrar you need the transcript for Academic Honors and Fellowships, they’ll give you a hard copy for free.

**Technical issues with the application - Ex: Recommenders not receiving notifications, problems uploading, etc.**
We cannot assist with these issues, please contact Embark support: clientsupport@embark.com

**USC Campus Evaluation & Interview Process**
**Plan Ahead**
The week of September 7, we will ask for your interview availability. USC Campus Evaluation Interviews will take place from 9am-12pm & 1pm-4pm PST on the following dates:

- **Study/Research/Creative Arts/Nat-Geo/Fulbright-Clinton** September 21-25
- **English Teaching Assistantship** September 28 – October 2

If you are going to be overseas, you will be invited to participate in a Skype interview during these timeframes.
Campus Evaluation Interview
The campus evaluation committees consist of faculty and staff from varied disciplines across campus.

The campus committees will submit an evaluation to our office, which we will then attach to your application and forward to Fulbright. Evaluations are based on your application and interview. Committees often provide feedback on your essays and offer suggestions of improvement during the interview.

After the interview
Following your campus interview, your application will be un-submitted back to you and returned to your management. You will have the opportunity to make final edits at this time. We recommend you incorporate ideas discussed at your campus interview.

Final USC Deadline: Friday, October 9, 4:30 PM (PST)
You must submit the final version of your application by October 9. This will place your online application in our management once again, and allow us time to upload your evaluation and ensure that it is forwarded to Fulbright in time for the national deadline, October 13, 2015.

Miscellaneous:
Can someone look at my Fulbright essays and give me some feedback?
Starting the week of August 31, we will not be able to review essays in detail. If you have specific questions about the application or your proposal, then please email us: ahfstaff@usc.edu.

Why does USC have an earlier deadline than Fulbright?
Fulbright requires universities to have an internal campus evaluation process, which takes time. Fulbright does not interview applicants in most cases and therefore, relies on universities to write thoughtful evaluations of their candidates to include as part of the application. This is also an opportunity for applicants to receive feedback and provides a chance to improve application content. USC’s role is not to weed applicants out. Everyone will move on to the Fulbright National Screening competition.

We hope this information is helpful to you as you complete your Fulbright application.

Best wishes,

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