

Letters of Affiliation (sometimes referred to by other names)

Your application will be more competitive than others if you include **documentation of contacts with potential hosts/affiliations** with the application. Documentation could be a letter of invitation from the host institution/organization/individual indicating research support or allowing access to facilities to the applicant; or, it could be a letter indicating that the admitting institution provides courses in the applicant's areas of study; or both. IIE (which governs the Fulbright program) refers to these letters synonymously as letters of: support, affiliation, invitation, and/or admission.

There are no specific requirements for the letter of affiliation from the host institution. Every affiliation relationship will be different and depend upon the candidate's project. Letters of support are to be **on institutional letterhead** and **sent with the application**. The letters should state how the supervisor/host institution will help the applicant to facilitate the project (i.e., what resources will be offered, what kind of supervision will be given, etc.). Some applicants propose to do independent research, so these letters of support are important for establishing the feasibility of a project. Other applicants propose to study at an institution/program, so letters of support are really a complement to the overall application, but they do attest to feasibility. Therefore, you should try to get a letter of support that is as detailed as possible. Ultimately, it is up to your host affiliation as to the level/kind of support that they are willing to offer you.

The letter of affiliation can be short, as long as it **includes the following**:

- it states who your host is and what they do;
- it shows knowledge of your project and aims (can be broad strokes);
- it identifies the nature of the connection you will have with the institution/lab [this is likely to include how they might assist you (e.g., help you network, provide certain facilities, offer you a position in a lab, supervise your research, mentor you, etc.)];
- and it shows some enthusiasm about your chances of being awarded the Fulbright.

NOTE: the **salutation** of the letter of affiliation should simply read "Dear Fulbright Selection Committee:" A sample letter follows for your reference; you may share it with your potential affiliate host if they would like a model.

Sample letter of affiliation:

This letter must be provided on letterhead (either in hard copy or a PDF version)

Dear Fulbright Selection Committee,

I write in support of (name), an excellent candidate for a Fulbright fellowship in (location). I am (title, organizational role, etc.) and look forward to working with (name) in the coming year.

(Name) and I have been in contact since/I first met (name) in (date) and find (name)'s proposed project both interesting and feasible. (This paragraph usually includes some information about the connection between the applicant's proposed work and that of the writer, and can include information about whether the applicant will be working closely with the writer/have access to institutional resources at the writer's location and/or the opportunity to make contacts, network, or otherwise benefit from access to the writer/the institution or organization/etc.)

The next paragraph usually indicates, if it is the case, that the applicant may have access to courses at a university or other academic opportunities.

Finally, the letter generally closes with something like "Thank you for your consideration of (name). I look forward to working with (name) during (name)'s Fulbright and collaborating into the future." If the relationship isn't quite as close as that, the letter may close simply with the thank you and a reiteration of support for the proposal/project/applicant.

Closing,

Signature, name, title