

Application Instructions

US-UK Fulbright Global Challenges Teaching Award 2025

Deadline: March 10 at 5:00 pm GMT/12:00 pm ET

Key Information:

- Applications must be submitted through the online system only.
- Hard copy applications will not be accepted.
- Applications that do not comply with the deadline and instructions will be deemed ineligible.
- Start your application here: <https://fulbright.tfaforms.net/f/global-challenges-teaching-awards-2025>

Before you Begin Your Application:

1. Review Award Information

- Visit our Global Challenges Teaching Awards webpage to familiarize yourself with the program and confirm the specific award you are applying for.

2. Read Instructions Carefully

- Review the instructions to ensure you understand all steps required to complete your application.
- Identify the referees you need to request letters of support from and the documents you will need to upload.

3. Contact Us with Questions

- If you have any **questions** about the application process, eligibility criteria or the Global Challenges Teaching Awards programme, please contact us at programmes@fulbright.org.uk

Eligibility Requirements

To be eligible:

- Be employed by a university or higher education institution (HEI) in either the US, UK, or their respective overseas territories.
- Regularly teach undergraduates as part of their role at the university.
- If applying from the UK, be eligible to apply for an ESTA visa waiver or have an existing entry clearance,
- If applying from the US, be eligible to enter the UK under the Electronic Travel Authorization or have an existing entry clearance,
- While we welcome applications from institutions with prior COIL experience, we encourage applications from those seeking to establish or expand their international collaboration efforts.
- Previous Fulbright Scholar award recipients are eligible to apply provided their Fulbright Scholar award was completed at least two years ago (i.e., before August 2023),
- Provide evidence of the appropriate institutional support from their home institution.

Our Commitments

- The US-UK Fulbright Commission offers exceptional opportunities for those passionate about international education. We are committed to a world without barriers to learning, understanding, and collaboration and strive to promote diversity, inclusion, and equity in all of our programmes. We actively encourage applications from eligible candidates of all backgrounds.
- The Fulbright Commission is committed to selecting a diverse cohort representing various regions, institutions, and disciplines.
- Preference may be given to applicants without significant recent international experience or those who have not received a Fulbright Scholar award in the past two years.
- Applicants should demonstrate the culture of their own countries and thereby contribute to the understanding between the people of the United States and the United Kingdom.
- Applicants should demonstrate the cross-cultural sensitivity and flexibility needed to provide a good environment for virtual exchange to and from both sides of the Atlantic.

Applicants who meet the general eligibility requirements should familiarise themselves with the information relevant to the specific award to which they wish to apply. Information relating to each Global Challenges Teaching Award can be found on the Fulbright Website.

Application Process Timeline

OVERVIEW OF THE PROCESS

- **Tuesday, 10 December 2024, 9am GMT:** Applications open
- **Monday, 10 March 2025, 5pm GMT:** Deadline for applications
- **March to May 2025:** Screening of applications by the US-UK Fulbright Commission followed by review by reading panels. You should not expect to hear from the Commission during this time, and staff will be unable to comment on the process or an individual application's status
- **June to July 2025:** If short-listed, successful candidates **must** be available for interview. All interviews will be held online. You will be given at least one week to prepare for the interview. Interviews will consist of a group interview and an individual interview.
 - Candidates who have not been selected for interview will be notified via email by the time that interviews start. Please check your spam folder for the message
- **July 2025:** All candidates will be notified of the interview outcome
- **August 2025:** Orientation and training
- **Fall/Autumn 2026:** Course delivery with COIL/VE partner

Fulbright Application Overview

STEP 1 Prepare Before Starting Your Application

- Carefully read this document in its entirety to understand the application and eligibility requirements.
- Familiarise yourself with the details and expectations of the Global Challenges Teaching Award.
- Review the [Fulbright Commission's Privacy Policy](#)

STEP 2 Begin an Online Application:

- Access the online application form here: <https://fulbright.tfaforms.net/f/global-challenges-teaching-awards-2025>

A complete application includes

- Biographical, educational and employment details.
- Responses to all short-answer questions.
- A tailored Curriculum Vitae.
- Details of the proposed class and syllabus.
- Three Letters of Support:
 1. From your Department Head.
 2. From your International Office.
 3. From an external referee.
- A completed supplemental form.

How to Complete an Online Application

STEP 1: Register for an Online Application Account

- The online application can be accessed here: <https://fulbright.tfaforms.net/f/global-challenges-teaching-awards-2025>
- You will be asked to provide your name and primary email address. You will then be taken to the main application. Please ensure you click **save my progress and resume later** every time you leave this form. Each time, you will be asked to save an email address and password, and an email will be sent to you with a link to return to your saved application. Please do not leave this application form without following this process. Emails from the application portal may take a few minutes to arrive. Be sure to check your junk mail or spam folder if you do not see them promptly

STEP 2: Complete the Application form

- After providing your name and email address, you will be taken to the main application. You can save drafts of the application and return to edit them before submission. You can use the page buttons at the top and bottom of the application to navigate between sections. At the end of the application, there will be a 'Submit' button that you can use to submit your application once it is completed. Once your application has been submitted, you will not be able to return to the application to edit it.
- You will be asked to complete the following information:
 - **Global Challenges Award Selection:**
 - Select the specific Global Challenges Teaching Award you are applying for from the drop-down menu.
 - **Personal Details, Contact Information, and Eligibility Questions:**
 - Confirm that you are employed and teaching at a higher education institution in the United States or the United Kingdom
 - Confirm that you are eligible for either an ESTA visa waiver (for UK applicants), or a UK ETA (for US applicants), or hold an existing entry clearance for the US or UK.
 - **Institutional and Module Information, VE/COIL Experience, and Partnership Questions:**
 - Provide details about your proposed module and its alignment with the award's objectives.
 - Provide information about your previous experience with VE/COIL and collaboration with US/UK institutions.
 - **Short Answer Questions:**
 - Provide responses to short answer questions covering your class, motivation for applying, and teaching experience:
 - The first question has a 500- word limit, and all subsequent questions have a 300-word limit. The application form will display a word count tracker.
 - **Required Documents**
 - Upload a copy of your academic CV:

- As this is a teaching-focussed award, consider tailoring your CV to emphasise your teaching history and achievements.
- Provide the name and syllabus of the class you plan to adapt:
 - The proposed class must be one you have already taught. Applications proposing new or untested classes will not be considered.

STEP 4: References

- This award emphasizes collaboration not only with the applicant's exchange partner but also within the applicant's home institution. Therefore, it is essential for the applicant to demonstrate strong institutional support for running a virtual exchange course.
- As part of the application, the applicant must provide three letters of support.
 1. **From the Department Head:**
 - This letter should confirm the department's support for the application and its willingness to host the virtual exchange course as part of its fall/autumn 2026 undergraduate offerings.
 2. **From the International Office:**
 - This letter should highlight the institution's commitment to internationalisation and illustrate how a virtual exchange course aligns with the institution's mission and current activities in this area.
 3. **From an External Referee:**
 - This letter should evaluate the applicant's academic qualifications, teaching proficiency, and overall suitability for the Global Challenges Teaching Award.

Guidance for Writing a Letter of Support

The review panel will look for specific information in each letter of support. Below are the key areas that each letter should address:

Letter of Support from Department Head

This letter should cover:

- The department's commitment to offering a virtual exchange course to undergraduate students in autumn/fall 2026.
- The applicant's suitability for the award, particularly their academic expertise and teaching proficiency.

- Details of how the department will support the applicant in delivering a virtual exchange course.
- How the award aligns with the department's broader goals and objectives.
- Any additional information relevant to the application.

Letter of Support from International Office

This letter should cover:

- The institution's commitment to offering a virtual exchange course to undergraduate students in autumn/fall 2026.
- The institution's mission and objectives around internationalisation, including examples of current activities to build global connections.
- How the Global Challenges Teaching Award aligns with the institution's mission, objectives and ongoing internationalization efforts.
- A commitment from the International Office to identify an International Education Administrator (or a similar role) to participate in the professional development program associated with the award. While the specific individual does not need to be identified at the time of application, the letter should outline the role this administrator will play, including supporting the proposed faculty partnership and contributing to the development of a framework for scaling VE/COIL at the institutional level.
- An explanation of how the international office would support the delivery of a virtual exchange course in autumn/fall 2026.
- Any other information relevant to the application.

Letter of Support from External Referee

This letter should cover:

- The applicant's academic expertise and credentials.
- The applicant's teaching proficiency and effectiveness.
- The applicant's approach to and experience with collaboration and collaborative teaching.
- Any other information that supports the applicant's suitability for the award.

Guidance for Using the Letter of Support Request

- Ensure that you have entered the correct email address for each of your referees. Without the unique link provided in the request email, it will be impossible for your supporters to submit their letters of support through the system.
- Remind your referees to check their junk mail or spam folders if they have not received the letter of support request
- Communicate directly with your referees to confirm whether they have received their requests.

- If your referees have not received their requests, please contact us at programmes@fulbright.org.uk, and we will send the unique link manually.

STEP 5: Supplemental Form

- You are required to complete a supplemental form as part of your application.
- This form does not require you to upload any documents; simply answer the provided questions.
- Please review the [Fulbright Commission's Privacy Policy](#) for information on how your data is used and processed by the Commission.

Once you have completed all the steps, including uploading all required materials and ensuring your letter of support requests have been submitted, you will be able to finalise and submit your application.

Global Challenges Teaching Award Checklist

Below is a checklist to help you assess your application before submission. These are the key questions the review panel will consider when evaluating applications. Using this checklist may improve your chance of being shortlisted for an interview.

- **Is your proposed, pre-existing course relevant to the selected Global Challenges Teaching award?**
 - Ensure that your course aligns with the objectives of the specific award theme you have chosen.
- **Have you demonstrated how this course will benefit from the training provided as part of this award?**
 - Highlight how the course is designed to support collaborative learning and teaching.
- **Have you shown a keen interest in collaborative work and virtual exchange opportunities for your students?**
 - Provide examples of your enthusiasm for fostering global connections through education.
- **Have you provided evidence of prior collaboration?**
 - Include examples of successful collaboration in your teaching or research.
- **Does your application explain how this award will have a transformative impact on your teaching and your course?**

- Articulate how the award will enhance your teaching practices and improve student outcomes.

- **Have you secured support from your department and your university's International Office?**
 - Ensure that you have included letters of support from the appropriate individuals to demonstrate institutional backing for your application.

Important Note: Being able to answer “yes” to all of the above questions does not guarantee an invitation to an interview. While we anticipate a high volume of excellent applications, there are only eight total awards available. As a result, we may not be able to interview every competitive applicant.

Thank you for your interest in our Global Challenges Teaching Awards and best of luck with your application!