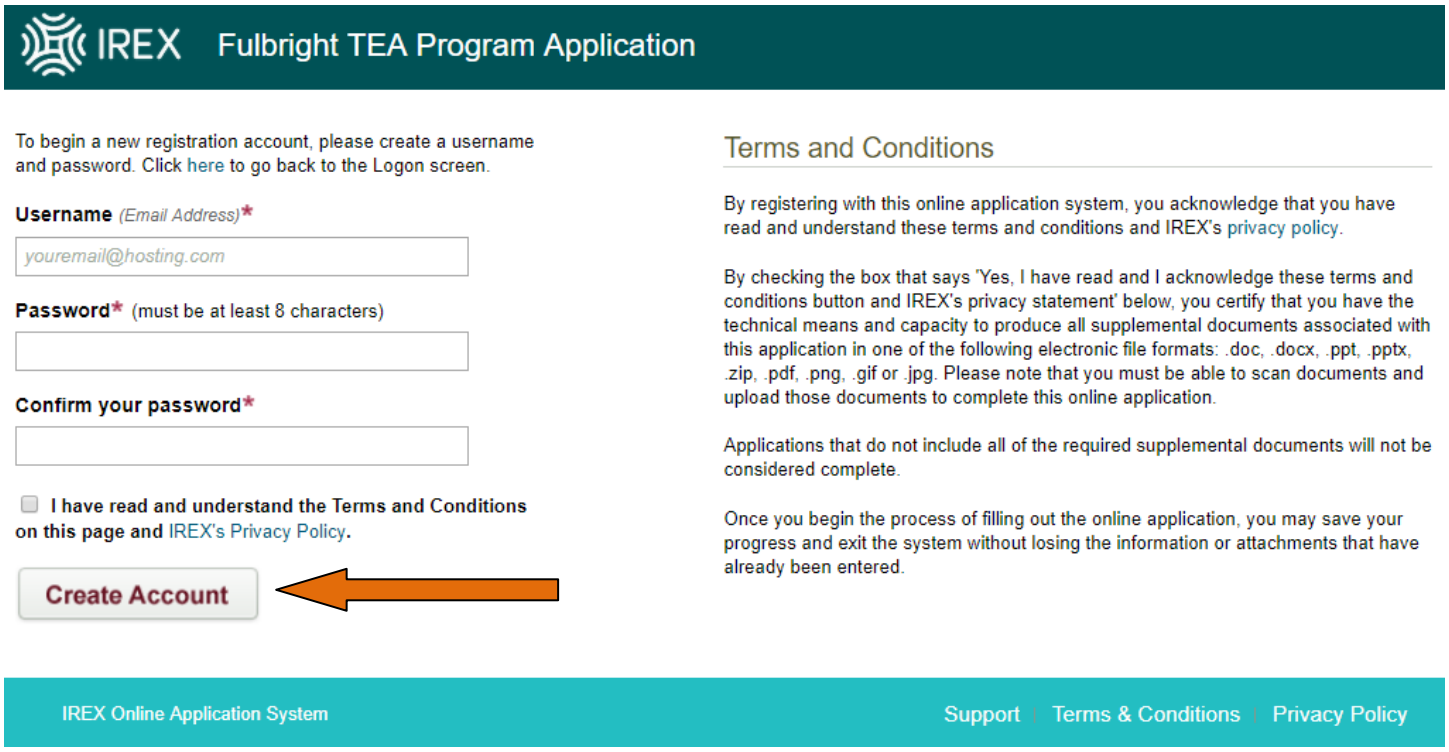
Fulbright Teaching Excellence and Achievement (Fulbright TEA) Program

A program sponsored by the U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA), with funding provided by the U.S. Government and administered by IREX

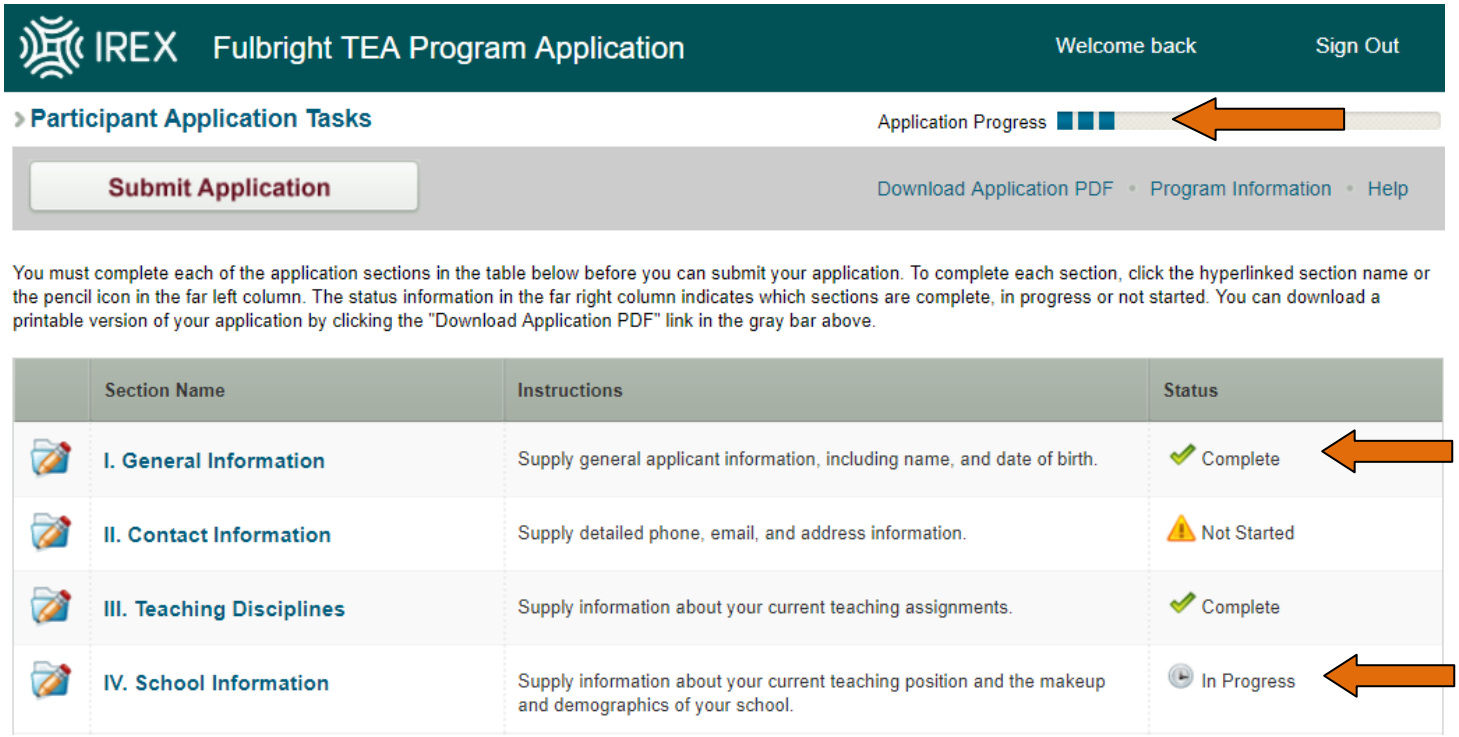
2019-2020 ONLINE APPLICATION GUIDE
FOR APPLICANTS

Please confirm with the U.S. Embassy/Fulbright Commission in your country that the online application is being accepted.

Register as a new applicant by creating an account at: https://oas.irex.org/fulbrighttea

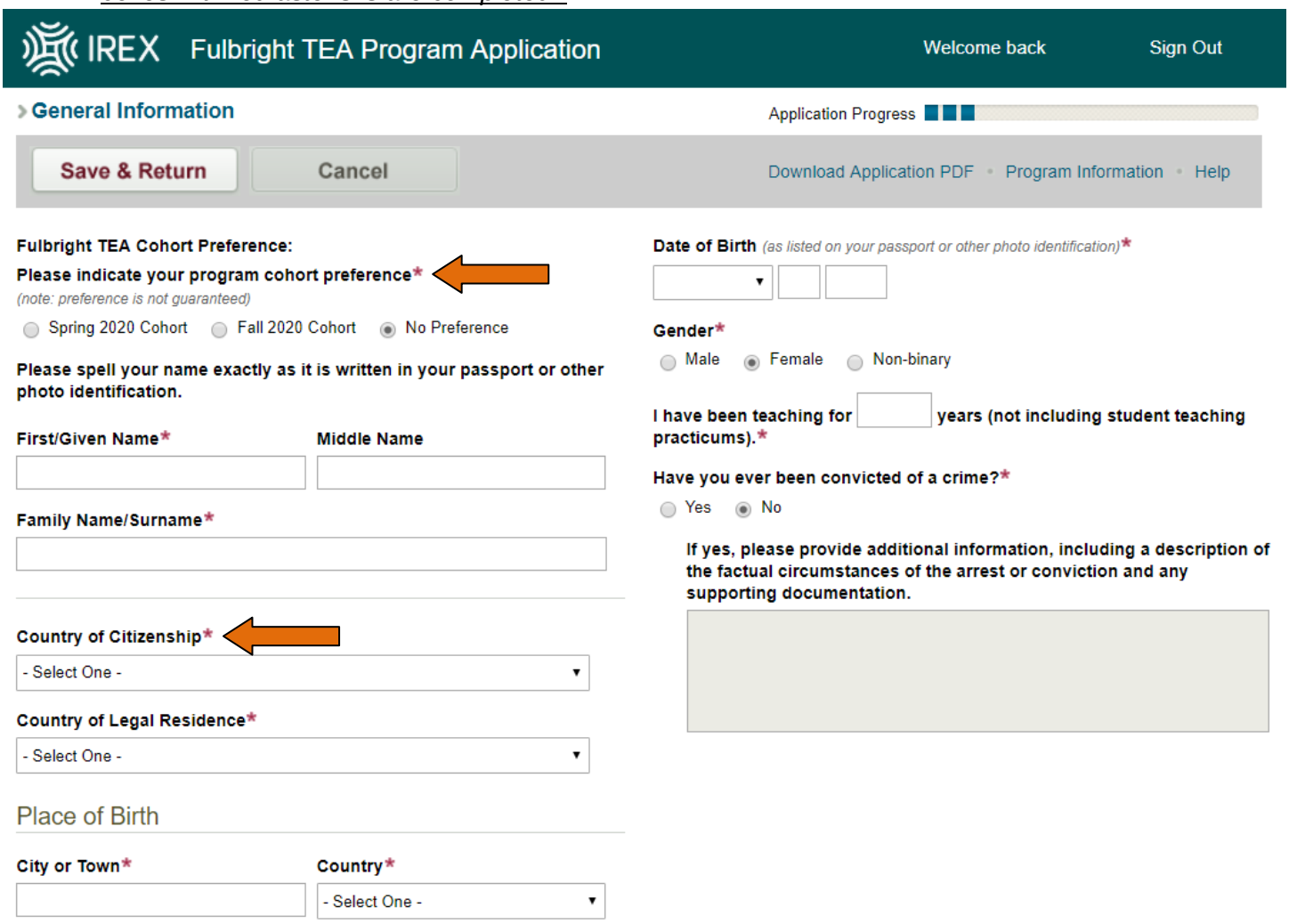


2. **The home page** allows you to view all of the sections required to submit your application. Please keep track of which of those are complete, in progress, or not yet started. Note: *You do not need to finish the application in one sitting. Remember your login information and you may come back to the application at any time prior to your country specific deadline.*



3. Click on **each section** of the application to enter information about yourself. Make sure to Save & Return to the main application page when you are finished with each section.

Questions with a red asterisk (*) are required questions. *The section will not be complete until all of the boxes with red asterisks are completed.*

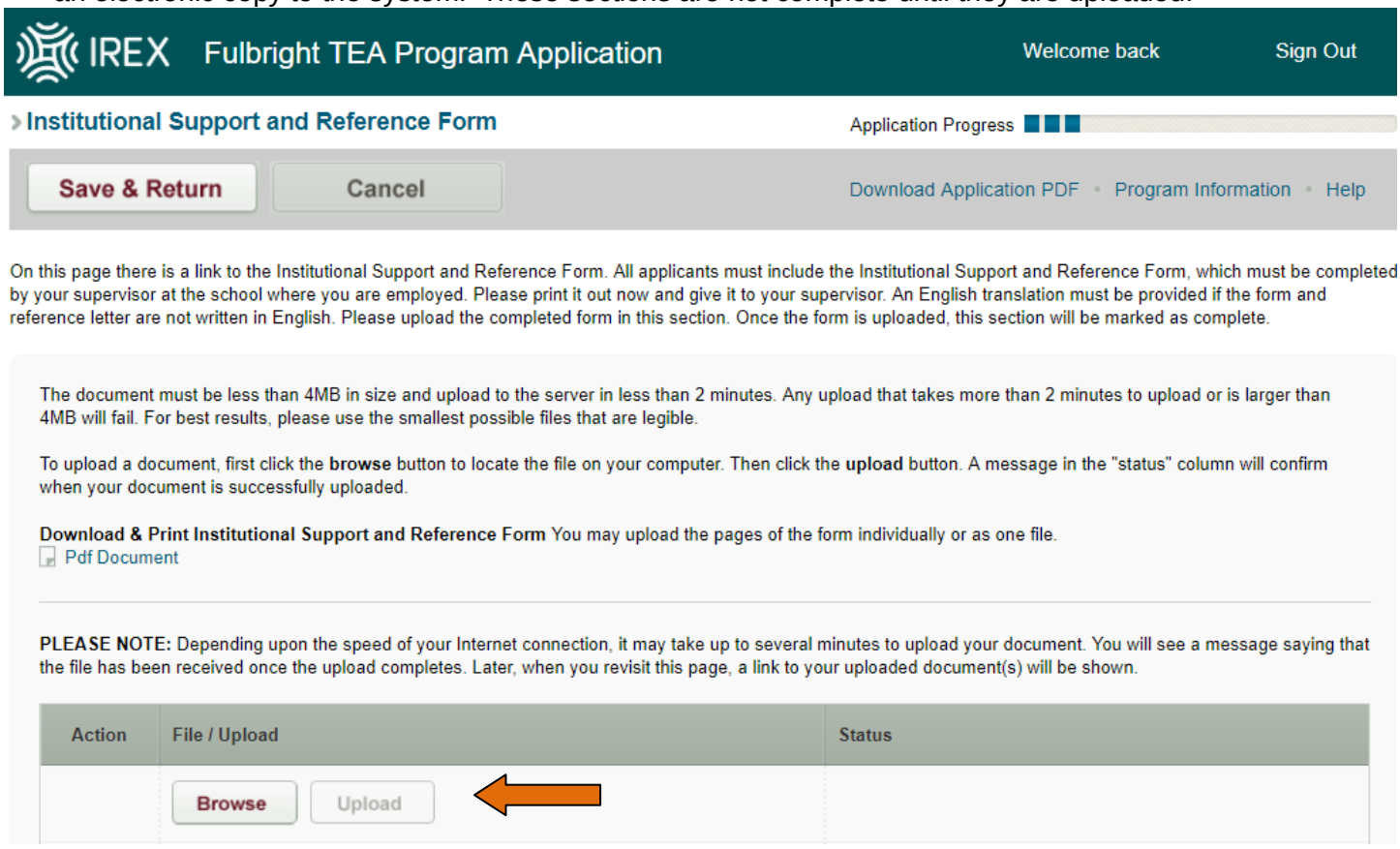


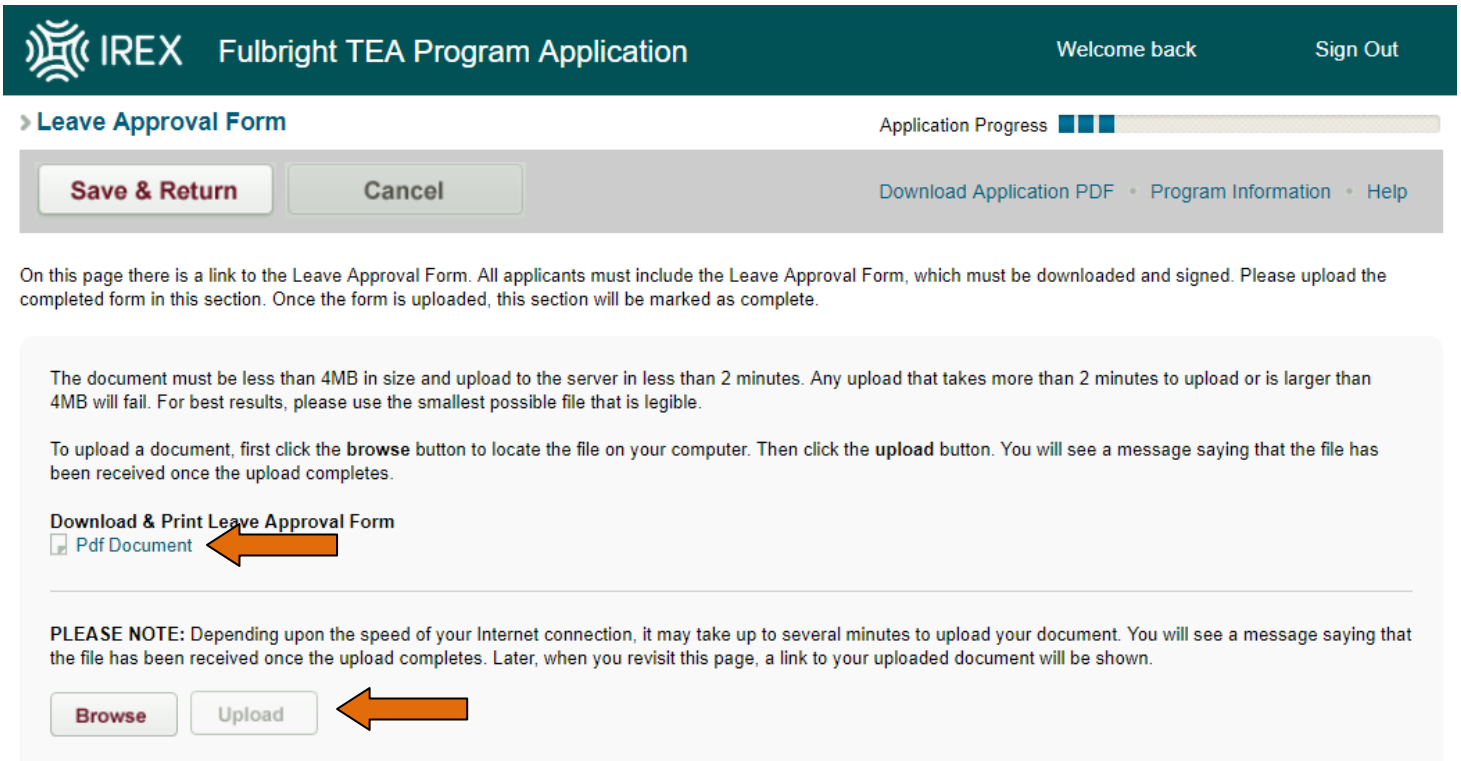
4. **Section XI. Essay Questions:** Please note that there are multiple components of this section.

	XII. Essay Questions	Please provide additional information regarding your professional interested and qualifications for the exchange program.	
	International Exposure		In Progress
	Additional Education or Professional Experience & Activity		In Progress
	Statement of Purpose		In Progress

	XI. Essay Questions		
	International Exposure		Not Started
	Additional Education or Professional Experience & Activity		Not Started
	Special Focus Cohort	Indicate your interest in participating in a Fulbright TEA cohort that will focus on gender responsive classrooms and improving education for girls.	Not Started
	Statement of Purpose		Not Started

5. **Sections XII and XIII. Institutional Support and Reference Form and Leave Approval Form**: In these sections, please download and print the Institutional Support and Reference Form and Leave Approval Form. These forms must be completed for your application to be considered complete. Your supervisor must fill out the Institutional Support and Reference Form. The School Director at the school where you are currently employed must fill out the Leave Approval Form. Once these forms are completed, upload an electronic copy to the system. These sections are not complete until they are uploaded.




IREX
Fulbright TEA Program Application
Welcome back
Sign Out
Leave Approval Form
Application Progress
Save & Return
Cancel
Download Application PDF
Program Information
Help
On this page there is a link to the Leave Approval Form. All applicants must include the Leave Approval Form, which must be downloaded and signed. Please upload the completed form in this section. Once the form is uploaded, this section will be marked as complete.
The document must be less than 4MB in size and upload to the server in less than 2 minutes. Any upload that takes more than 2 minutes to upload or is larger than 4MB will fail. For best results, please use the smallest possible file that is legible.
To upload a document, first click the browse button to locate the file on your computer. Then click the upload button. You will see a message saying that the file has been received once the upload completes.
Download & Print Leave Approval Form
Pdf Document
PLEASE NOTE: Depending upon the speed of your Internet connection, it may take up to several minutes to upload your document. You will see a message saying that the file has been received once the upload completes. Later, when you revisit this page, a link to your uploaded document will be shown.
Browse
Upload

6. **Section XIV. Privacy Policy and Application Certification Statement:** Once you have carefully read the privacy policy, please check the box to indicate that you understand all notes and disclaimers.

IREX Fulbright TEA Program Application Welcome back Sign Out

Privacy Policy and Application Certification Application Progress

Save & Return Cancel Download Application PDF • Program Information • Help

Your privacy is important to IREX. That is why we request that all applicants read the following privacy policy statement carefully.

1. **Applicant and Participant Information Content and Storage**
   Information about program applicants and current and past participants consists of data contained in their applications, information derived from interviews, and information gathered during the course of their program and as program alumni. IREX stores this information in written and electronic form indefinitely. Some data, such as contact information and professional experience, is continually updated.

2. **Use of Information**
   Information, which is described above, may be:

   A. Used by selection committees and interviewers to review applicants;
   B. Supplied to the program's funding organization;
   C. Submitted to potential host schools, universities, and/or organizations that provide Fellowship opportunities;
   D. Used for the evaluation of an individual's participation in the program and in the collection of data for general program evaluation by IREX and the program funding organizations;
   E. Used for notifying program participants/alumni of upcoming events and programs;
   F. Provided to participants/alumni of this and other US government-sponsored programs for the purpose of fostering alumni networking; and
   G. Used by IREX for general promotional purposes in written or electronic form, including program directories, newsletters, web sites and other promotional materials.

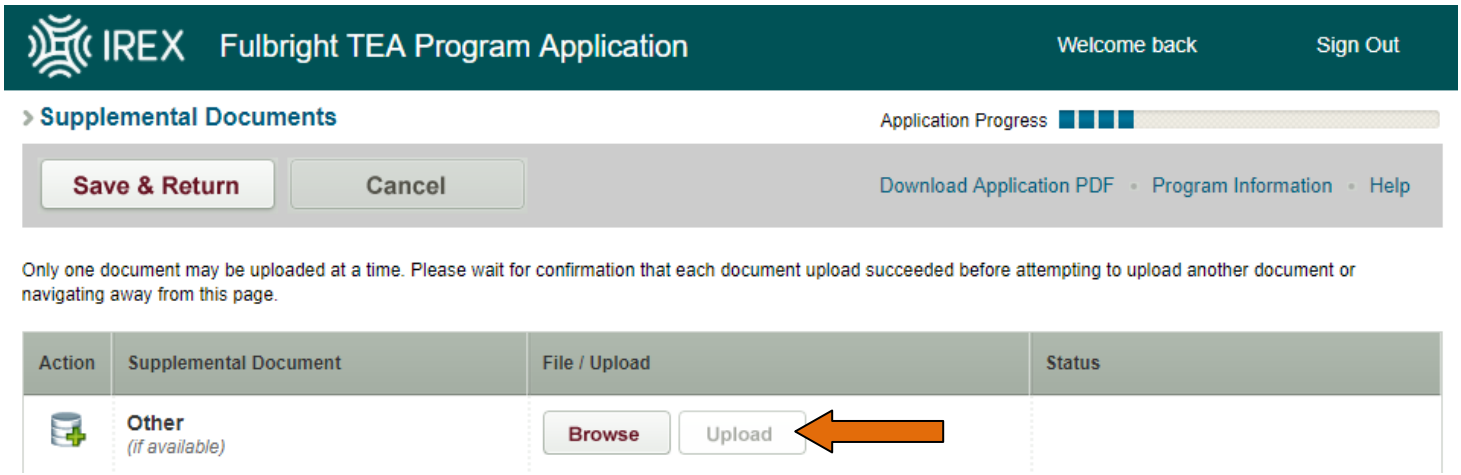
If the applicant or current or past participant does not want to be included in points F and G, it is their responsibility to notify their specific program administrator at IREX. An opportunity to do so will be included in the program Terms and Conditions document that participants submit when accepting the Fellowship.

IREX does not sell applicant, or current/past participant information.

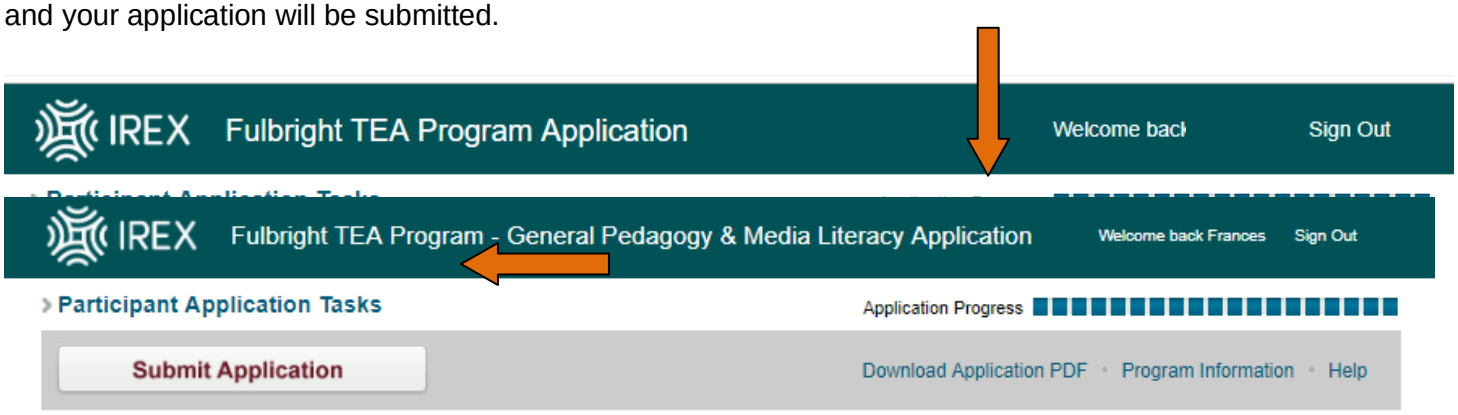
The principles stated herein are binding only to IREX; other organizations involved in the administration of these programs may adhere to other privacy or similar policies.

☐ **CERTIFICATION: I [illegible] mpleted this application myself, without any aid or assistance, that the information given in this application is complete and accurate, and that I have carefully read and understand all notes and disclaimers provided therein. I understand that IREX reserves the right to verify all the information listed in the application. I understand that giving false or misleading information in the application will result in exclusion from the competition or immediate dismissal from the Fulbright Teaching Excellence and Achievement Program (Fulbright TEA).**

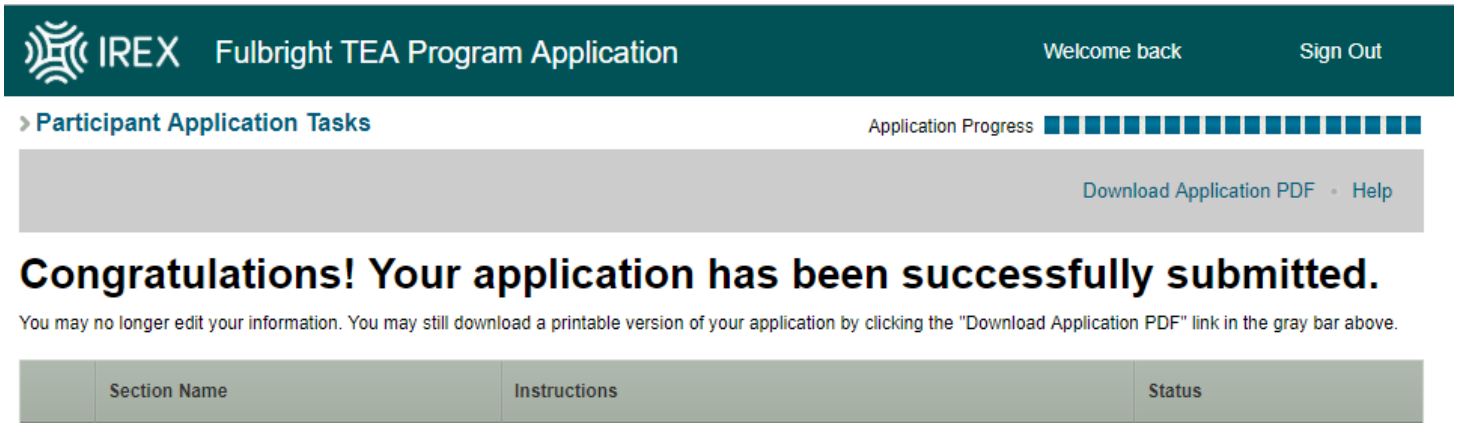
7. **Section XV. Supplemental Documents**: If you would like to upload any other documents that you feel strengthen your application, please do so here.



8. When you have **completed all sections**, click “Download Application PDF” to save a copy of your application for your records. Finally click “Submit Application”. The screen will show a preview of your application. Review the information. If you have no further changes, click “Submit Application” a second time and your application will be submitted.



9. You will see a message on the screen verifying that you have **submitted your application**.



Please contact IREX at fulbrighttea@irex.org *if you have any questions about using the Online Application System.*