



स. लोडनलथन
S. LOGANATHAN
कुलसचिव
REGISTRAR

पाणुडचेरी विशुवविद्यालय
(पाणुडचेरी विशुवविद्यालय नियम, 1985 के अंतर्गत स्थापित केन्द्रीय विशुवविद्यालय)
PONDICHERRY UNIVERSITY
(A Central University established under the Pondicherry University Act 1985)

आर. वेन्कटरामन नगर
R. Venkataraman Nagar,
पुदुच्चेरी - ६०५ ०१४ ॥
Puducherry - 605 014.

PU/Regr./2011-12/123

July 28, 2011

All the Deans/Heads of the Departments/Coordinators
Pondicherry University

Dear Sir/Madam,

Sub: USIEF - "Fulbright Specialist Program – 2012-13" – Reg.
Ref: Letter from USIEF, dated 15.07.2011

* * * * *

Please find enclosed herewith a letter received from USIEF regarding opportunity to host Experts under the Fulbright Specialist Program.

The details along with the form for applying to host a Fulbright Specialist are attached herewith. The information about the program along with necessary forms are also available at the USIEF website, <http://www.usief.org.in>

Interested departments may send their proposals in the prescribed format along with necessary enclosures to the Registrar, Pondicherry University latest by 17th August 2011, as directed by the Vice-Chancellor.

Yours faithfully,

(S. LOGANATHAN)



www.usief.org.in



July 15, 2011

Prof. J.A.K. Tareen
Vice Chancellor
Pondicherry University
R. V. Nagar, Kalapet
Puducherry 605 014

Dear Prof. Tareen,

Greetings from the United States – India Educational Foundation (USIEF)!

I write to apprise you of the opportunity to host a US expert at your campus to collaborate with your faculty under the **Fulbright Specialist Program**, which makes awards for a duration ranging from two to six weeks. Over ninety Indian universities/institutions have availed the services of a specialist since the program was initiated in 2001. USIEF urges institutions to plan programs that benefit not only your own institution, but also other institutions in your area.

I am enclosing program announcement and the form for applying to host a Fulbright Specialist. Please disseminate this information widely among various departments/units of your institution. In making a proposal for a Specialist, please propose activities scheduled to begin in March 2012 or later, as it takes four to five months from the last date to process for a grant. Since the grants are limited in number, USIEF's Committee will meet in October/November 2011 to select institutions. The information about this program and downloadable form is also available at the USIEF website, <http://www.usief.org.in>.

Interested departments/units are asked to complete and send the enclosed form to Dr. Girish Kaul, who manages the Fulbright Specialist Program, at the following address by **September 30, 2011**.

Dr. Girish Kaul
Senior Program Officer - Administration
United States - India Educational Foundation
12 Hailey Road
New Delhi 110 001

The Fulbright Exchange Program, administered in India by USIEF, is growing with support from Indian institutions.

If you have any queries/ clarifications, please write to Dr. Girish Kaul at girish@usief.org.in.

USIEF looks forward to continued interaction with your institution in the coming years.

With kind regards,

Sincerely,

Adam J. Grotzky
Executive Director

Encl: a. Program announcement
b. Application form

United States-India Educational Foundation

United States-India Educational Foundation is a binational organization established by treaty in 1950
12 Hailey Road, New Delhi 110 001, India Tel : +91-11-4209 0909, 2332 8944 Fax : +91-11-2332 9718 E-mail : info@usief.org.in

REGIONAL OFFICES :

Chennai: American Consulate Building, Anna Salai, Chennai 600 006, India Tel : +91-44-2857 4131, 2857 4434 Fax : +91-44-2811 2075 E-mail : usiefchennai@usief.org.in
Kolkata: American Center, 38A Jawaharlal Nehru Road, Kolkata 700 071, India Tel : +91-33-3984 6300 Fax : +91-33-2288 1636 E-mail : usiefkolkata@usief.org.in
Mumbai: Maker Bhavan-I (2nd Floor), New Marine Lines, Church Gate (E), Mumbai 400 020, India Tel : +91-22-2262 4603 Fax : +91-22-2266 3956 E-mail : usiefmumbai@usief.org.in



Host a US Expert for Short Duration under FULBRIGHT SPECIALIST PROGRAM 2012-13

Program Description

Fulbright Specialist Program provides an opportunity to Indian universities and institutions of higher learning to collaborate with the US faculty and professionals. In addition to sharing their expertise, Specialists can help develop linkages between host institutions and US institutions.

Host institutions must be degree-granting, post-secondary academic institutions, comparable to US colleges or universities in order to promote an important program goal of fostering linkages between US and Indian academic institutions of higher education. Additionally, institutions that provide an educational focus to their programming will also be considered. Such hosts may include government-related institutions, cultural institutions, medical institutions and research organizations/think tanks.

Grant Length

Grants are 14-42 days in length including travel days and weekends.

Possible Fulbright Specialist Activities

All Fulbright Specialist Projects must consist of activities that directly benefit the potential host institution, such as:

- Conduct needs assessments, surveys and research related to institutional or program development.
- Take part in specialized academic programs and conferences in conjunction with other scheduled activities.
- Consult with administrators and scholars on faculty development.
- Present lectures at the graduate and undergraduate level.
- Participate in or lead seminars or workshops.
- Develop and/or assess academic curricula or educational materials.
- Conduct teacher-training programs at the tertiary level.

Note: These grants are not for research.

Eligible Disciplines

The grants are open in the following fields:

Agriculture • American (US) Studies (The following specializations with a specific U.S. focus are eligible: art, art history, dance, history, literature, music, popular culture, religion, theater and women's studies) • Anthropology • Applied Linguistics-TEFL • Archaeology • Biology Education • Business Administration • Chemistry Education • Communications and Journalism • Computer Science and Information Technology • Economics • Education • Engineering Education • Environmental Science • Law • Library Science • Math Education • Peace and Conflict Resolution Studies • Physics Education • Political Science • Public Administration • Public/Global Health • Social Work • Sociology • Urban Planning

To view the sub-discipline in each field, visit:

[http://www.cies.org/specialists/Joining The Roster/Eligible Disciplines.htm](http://www.cies.org/specialists/Joining%20The%20Roster/Eligible%20Disciplines.htm)

Developing a Project

Host institutions have the following two options for requesting a US scholar:

1. To make an Open Roster Call request. The Fulbright Specialist Program maintains a Scholar Roster list of pre-approved available experts. These experts apply online to gain admission to the Specialist Roster for a term of five years. An independent, academic peer review panel of scholars in the same discipline reviews each scholar application and then recommends (or not) the specialist who is then approved by the Fulbright Scholarship Board.
2. To designate a named requested scholar: These named scholars may already be listed on the Roster or may seek submission to the Roster as a result of a project submission. If a project proposes to use a scholar who is not on the Roster, that person must apply and be approved for the Roster before the project can proceed. If the requested scholar is not currently on the Roster, please request him/her to apply to CIES at www.cies.org by September 30, 2011 to be on the roster.

Costs

Costs for a Fulbright Specialists grant are shared by the host institution and the US Department of State. The US Department of State pays for international airfare and honorarium to the scholar.

The host institution is responsible for the cost of housing, meals and any necessary, program related, in-country transportation. In-country costs may be supplied by the host institution as in-kind services and/or monies paid directly to the grantee. Note that in-country transportation refers to transportation once the Specialist has arrived in the city of the activity, and not to flights taken as part of the international travel.

Application Procedure

[Click here](#) to download the application form.

Completed application form should reach USIEF by **September 30, 2011** at the address mentioned on the form. Please write **Fulbright Specialist Program** on the envelope. The processing of a Fulbright Specialist project request typically takes 4-5 months. Please take this timeline into account when planning the application submission.

Grants are limited. USIEF's selection committee will select the applications in October/ November 2011. All applicants will be notified about the result in November 2011.

The United States-India Educational Foundation

The Indo-US agreement on educational exchange, signed by Prime Minister Jawaharlal Nehru and US Ambassador Loy Henderson on February 2, 1950 in New Delhi, established the United States Educational Foundation in India to administer the Fulbright Program in India. On July 4, 2008 the Government of India (GOI) and the US Government (USG) signed a new agreement to strengthen educational exchanges between the two countries. The Foundation was renamed as United States-India Educational Foundation (USIEF) awarding Fulbright-Nehru Scholarships and Grants. USG and GOI are now equal partners for implementing Fulbright Program in India. A 10-member Board of Directors, five Americans living in India nominated by the US Diplomatic Mission and five Indians nominated by the Government of India, governs USIEF. For more details, please visit, www.usief.org.in.



REQUEST FORM FOR A US FULBRIGHT SPECIALIST FOR 2012-13

To be completed by prospective Indian host institutions

Starting Date for Visiting Specialist: March 2012 onwards

Fulbright Specialist projects are designed to provide post-secondary academic institutions with opportunities to collaborate with US faculty and professionals on curriculum and faculty development, institutional planning and a variety of other activities.

This form is for the use of academic institutions that wish to request a Fulbright Specialist for duration of **two to six weeks**.

The completed form must be returned to the United States-India Educational Foundation (USIEF) at the address listed in the gray box at the bottom of this page. Should this project be approved, a final report will be required from the host institution upon completion of the project. The final report form will be distributed and collected by USIEF contact person.

The recruitment effort for your program request can be most effective if:

1. Careful attention is given to the **Program Description** and the **Purpose of the Program** to ensure adequate detail in describing the scope of work
2. Adequate lead time is given for recruitment of specialists who best fit the program request. Please allow a minimum of four to five months of lead time before the requested start date.
3. Flexibility in the timeframe of the proposed project is allowed in order to accommodate the various schedules of potential Fulbright Specialists candidates

Contact of the Applying Institution

Institution Name _____

Contact Person _____

Street address _____ PIN _____

City _____ State _____

Phones _____ FAX _____

Email _____ Website _____

PLEASE SEND THIS REQUEST FORM TO -
 Dr. Girish Kaul
 Senior Program Officer - Administration
 United States - India Educational Foundation
 12 Hailey Road, New Delhi - 110 001
 Telephones: 011-4290909
 Fax: 011-23329718
 Email: girish@usief.org.in
 Website: www.usief.org.in



1. Program Description

Discipline requested (Choose only **one** primary **discipline**)

Primary Discipline

- __ Agriculture
- __ Anthropology
- __ Applied Linguistics/TEFL
- __ Archaeology
- __ Biology Education
- __ Business Administration
- __ Chemistry Education
- __ Communication and Journalism
- __ Computer Science and Information Technology
- __ Economics
- __ Education
- __ Engineering Education
- __ Environmental Science
- __ Law
- __ Library Science
- __ Math Education
- __ Peace and Conflict Resolution Studies
- __ Physics Education
- __ Political Science
- __ Public Administration
- __ Public/Global Health
- __ Sociology
- __ Social Work
- __ Urban Planning
- __ US Studies--GENERAL
 - __ US Studies--Art
 - __ US Studies--Art History
 - __ US Studies--Dance
 - __ US Studies--History
 - __ US Studies--Literature
 - __ US Studies--Music
 - __ US Studies--Popular Culture
 - __ US Studies--Religion
 - __ US Studies--Theater
 - __ US Studies--Women's Studies

For sub disciplines under of the above fields please visit http://www.cies.org/specialists/Joining_The_Roster/Eligible_Disciplines.htm.

1.1 Specialization desired within this field _____

1.2 Other fields of interest if this is an interdisciplinary request _____

1.3 Type(s) of activity requested

- Present lectures at graduate and undergraduate levels
- Participate in or lead seminars or workshops at overseas academic institutions
- Conduct needs assessments, surveys, institutional or programmatic research
- Take part in specialized academic programs and conferences
- Consult with administrators and instructors of post-secondary institutions on faculty development
- Develop and/or assess academic curricula or educational materials
- Conduct teacher-training programs at the tertiary level
- Other (*please describe*): _____



1.8 Program Length

Please list the preferred arrival date for Scholar’s visit in the grid below. The visit must be between 14-42 days, including travel days.

Preferred arrival date	Length of visit (Number of days)

2.0 Specialist Description

2.1 Qualifications preferred

Basic Profile Academic Professional Either

Minimum academic degree _____

Minimum years of teaching experience _____

Minimum academic rank _____

Language requirements _____

2.2 **Audience** (One way of determining the level of grantee expertise needed for a program is to know with whom he/she will be working. If the name of the audience doesn't make clear their level of sophistication, please elaborate.)

2.3 Is this a request for a specific individual (Name Request)? yes no

2.4 If yes, is the individual on the Specialists Roster of the CIES? yes no

2.5 If no, the CIES will do everything possible to find the right match for your project, whether it be that specific person or someone with similar expertise. If there is any other information you would like to give us on the type of Specialist required for you project, please do so here.

If the answer to 2.3 above is yes, but, the specific individual is not on the Specialists Roster of the CIES, please ask the individual to apply to be on the roster by September 30. Details for applying are available at www.cies.org.

Note: The requested individual must be a US citizen.



2.6 Requested Specialist Information

Please provide as many contact details as possible so that CIES can contact this person to ascertain interest & availability in being considered for this grant opportunity.

Name of person requested (Surname, first name) _____

Title _____

Institution _____

Email _____

Phone _____

Provide a brief justification for requesting this person (about 50 words): _____

2.7 Has the host institution had prior contact with the requested specialist about this program?

yes no

If so, please advise of the results of those contacts: _____

2.8 Not including this Specialist request, has the requested candidate worked with the Host Institution on previous projects?*

yes no

3.0 Cost Share Commitment

Costs for the Fulbright Specialist Program will be shared by the US Department of State and the host institution. The Office of Academic Exchange Programs will pay for international travel and a daily honorarium to the US Fulbrighter. Host academic institutions **have to cover the Fulbrighter's lodging, meals, local transportation, and in-country travel if that is part of the program.** USIEF will function as facilitator and will not contribute to program costs.

At this time, **please confirm the cost-share details** to be shared with the Specialist grantee chosen to fill this program request. **It is important to note that the potential host institution must agree to cover the grantee's lodging, meals, local transportation, and in-country travel in order for the request for a Fulbright Specialist to be approved.**

I _____ confirm that _____ agrees
(name of the competent authority) (name of the applying institution)

to arrange and pay for the Fulbrighter's lodging, meals, local transportation and in-country travel if that is part of the program. The details of logistical arrangements are below:



3.1 Lodging

Describe the lodging arrangements that have been made for the specialist. (Lodging for the duration of the stay should be arranged ahead of arrival.)

If in-kind coverage of cost share, please describe. If monies will be paid directly to the grantee, please indicate the amount.

Housing is available from _____(date) to _____(date).

Estimated amount that host institution will spend on housing for the specialist in US Dollars: _____.

3.2 Meals

Describe arrangements for coverage of meals.

If in-kind coverage of cost share, please describe. If monies will be paid directly to the grantee, please indicate the amount.

Estimated amount that the host institution will spend on meals for specialist in US Dollars: _____.

3.3 Arrival and Local Transportation

Describe arrangements for the Specialists arrival pickup from the airport, arrangements for the Specialist's local transportation. Please also mention the name of the person meeting the Specialist at the airport:

Estimated amount that the host institution will spend on local transport for the specialist in US Dollars:

_____.

3.4 In-Country Travel Arrangements (if that is part of the program)

Describe arrangements for coverage of in-country travel.

Estimated amount that the host institution will spend on in-country travel for the specialist in US Dollars:

_____.



3.5 Contact Information for Person Responsible for Logistical Arrangements:

Name: _____
Professional Title: _____
E-mail: _____
Phone: _____

3.7 Please provide any special notes or instructions to the Specialist regarding in-country details that would be helpful in preparing for his/her arrival:

3.8 Name and Designation of the official signing the form:

(Signature and Official Stamp)

Incomplete forms and forms without the signature and stamp of the competent authority of the institute/university will not be considered for the competition.