Institutional Reply Form Questions
Fulbright Visiting Scholars Program

The below list of questions appear in the electronic survey that is shared to confirmed Faculty Associate Hosts for the Fulbright Visiting Scholar Program. The format below is for reference only in order to share information and prepare answers to the survey that may require consultation among multiple individuals at any given institution. With any questions, you are encouraged to reach out to the Fulbright Visiting Scholar Team at IIE at fulbrightvisitingscholar@iie.org

Participant Details/Faculty Associate/Research Mentor Information

1. You will be shown the name of the Fulbrighter and their home country as well as their proposed project title and exchange start and end dates.
2. You will be asked to confirm the accuracy of the start and end dates, and you will be able to submit any date corrections.
3. Your name, title, and contact information as shown in our records will be shared with you. You will be asked to confirm accuracy and can make any required updates.
4. You will be asked to confirm you have read Fulbright's "Memorandum to Institutional Hosts" document and agree to serve as the Fulbrighter's Faculty Host.

Health Insurance

1. Host Institutions will be asked about the health insurance requirements for visiting faculty on their campus. i.e., Will the health benefits provided by Fulbright be sufficient or will they be required to purchase a university policy? This information can usually be verified with your institution's office of international students and scholars.
2. For your reference, the U.S. Department of State (Fulbright Scholar Program) sponsors the J-1 visa and provides the participant with ASPE health coverage that meets J-1 visa minimum requirements as follows:
   - Maximum Benefit $100,000 per Injury or Sickness.
   - Repatriation of Mortal Remains Paid by USDOS at 100%, up to $25,000.
   - Medical Evacuation Paid by USDOS at 100%, up to the amount approved by USDOS after medical review.
   - The annual deductible on co-pays is $500 per Benefit Year

   These policies are described in detail here: https://aspe.imglobal.com/

   Fulbright J-1 participants are required to purchase separate health insurance meeting J visa requirements for all accompanying dependents.

3. If your campus requires additional insurance, you will be asked to provide basic details about the policies and IIE will reach out to you with additional questions in order to resolve any concerns.

Costs/Fees

1. You will be asked to confirm whether or not your institution will require the payment of fees in order to finalize the affiliation. While the majority of institutions/organizations do **NOT** charge affiliation fees for Fulbright Visiting Scholars, there are some instances where fees are not able to be waived. Types of fees we see most commonly include:
    a. Affilliaton/Administrative/Departmental fees
    b. Laboratory fees
    c. Bench Fees
    d. Research Supplies
    e. Other fees

2. You will be asked about any requirements your institution has for monthly funding levels for the participant. If your institution has a minimum funding requirement for Visiting Scholars, you will be asked to share that monthly amount.
3. You will be able to ask any questions or share any additional information you need to share with the Fulbright team at IIE

Administrative Official

1. You will be asked to identify and provide contact details for a senior administrator at your institution that is already aware of and has approved your plan to host a scholar and who assisted you in confirming the details of the information gathered in this questionnaire. This individual typically would be a Department Chair or School/Divisional Dean, Provost, or similarly credentialed figure.

Other Questions

1. You will be asked to confirm whether the scholar will be able to hold regular in-person meetings with the faculty host and/or departmental community.
2. You will be asked to confirm that the scholar will have in-person access to required labs, libraries, or university buildings needed to successfully conduct research (and/or teaching if applicable).
3. You will be asked whether or not your campus is on a military base.
4. You will be asked about the airport nearest to your location (Three-letter airport code preferred, City and State if code unknown)
5. Finally, you will be prompted to share any questions or information you would like the Fulbright Team at IIE to know.