Checklist U.S. Fulbright 2022-2023

**Before departure**

Accept your grant by uploading the following documents to the portal:

1. Signed Grant Authorization (within 2 weeks of receiving the document)

2. Signed Terms and Conditions (no later than 2 months before your grant

date)

3. Medical History and Examination Form (no later than 2 months before your grant date)   
4. Proof of U.S. citizenship (no later than 2 months before your grant date)  
5. Proof of Bachelor Degree (no later than 2 months before your grant date)  
Follow the rest of the procedure on <https://us.fulbrightonline.org/finalist-resources>

Send documents 1, 2 and the Code of Conduct to the Dutch Fulbright

Program manager, [lpietersen@fulbright.nl](mailto:lpietersen@fulbright.nl). If you have a NAF-Fulbright grant, please also send document 1 to [mmaloney@thenaf.org](mailto:mmaloney@thenaf.org).

Start residence permit procedure with host, 3 months before arrival

Start looking for housing **as soon as possible**

Apply for birth certificate with apostille (not a regular birth certificate)

Arrange your travel to the Netherlands

Check whether the municipality where you will live has the option to already

make an appointment for your registration after arrival

Check Dutch language courses at host institution, for which you may want to sign up before departure

**Immediately after arrival**

Open bank account on N26 or Bunq

Register at Municipality

Activate your residence permit (follow instructions host)

Fill out Personal Data Form and submit to Fulbright Program Manager

Register in STEP

Register with huisarts

Read Emergency Action Plan

Attend first meeting Fulbright on **Monday 29 August**

**During Grant Period**

Attend second meeting Fulbright end of September 2022 (date t.b.d.)

Keep Fulbright Commission updated on changes of address, email, bank account and phone numbers

Ask permission Fulbright Commission for trips outside of the Netherlands

Fill out online mid-year evaluation form in January (invitation will be sent by IIE early January 2023)

Attend mid-year evaluation meeting **2 February 2023**

Fill out online end-year evaluation form in May 2023

Attend end-year evaluation **17 May 2023**

**At the end of the grant period**

End your lease, and if applicable, get deposit returned

Notify Fulbright Program Manager of leaving date

De-register at municipality

Return your IND residence card (do not overstay your residence permit)

End all subscriptions

Close down bank account