



GENERAL APPLICATION FOR FELLOWSHIPS

for 2010–2011 and future years

GUIDELINES FOR SUBMITTING AN APPLICATION

Five copies of all application materials must be submitted. One copy must be single-sided and loose (*not* stapled or bound) to expedite photocopying. The four other copies should be double-sided and should be securely stapled (*not* bound). All pages should be numbered and submitted on either A4 or 8.5" x 11" paper. **Books, bound galleys, and off-prints are not accepted.**

To be considered complete, an application must consist of five (5) copies of each document, collated and submitted in the following order:

- Completed application form (*General Application for Fellowships*)
 - Titled project proposal (five to seven double-spaced pages in length)
 - a description of the scholarly or professional project you propose
 - a work plan
 - an explanation of how a Berlin residency might be significant for your work (not a decisive factor)
 - the form of your project (i.e. book, set of critical essays, professional study)
- Note:** We welcome projects at all stages of development. Significance of Berlin residency is of secondary importance in the committee's deliberations.
- Curriculum vitae (including list of publications, lectures, filmography, etc.)
 - Supporting material
 - scholars, professionals, and writers:
 - two *recent and representative* chapters or articles from published or forthcoming work. **Please do not send bound galleys or books.**
 - documentary and feature film applicants:
 - six copies of work in "Region 1" DVD format
and
 - six copies of work in "Region 2" DVD format
(*Please label with your name and format.*)

IMPORTANT: Please paginate and label all materials clearly.

In order to be eligible to apply for a fellowship at the American Academy in Berlin, you need to be permanently based in the US (see item 12). US citizenship is not required; American expatriates are not eligible. Candidates in academic disciplines must have completed their doctorates at the time of application.

All *General Applications for Fellowships* must arrive at the Academy's Berlin office by
Thursday, October 1, 2009:

The American Academy in Berlin
Attn: General Application for Fellowship
Am Sandwerder 17-19
14109 Berlin, Germany
Tel: +49 30 804 83 0

Applications may not be submitted electronically or by fax.

The Academy cannot assume responsibility for lost materials. **Application materials are submitted at the candidate's own expense and are not returned.** We advise that you not send original manuscripts and that you retain copies of all items submitted.

When sending samples of work overseas, please include a Customs Declaration Form stating "No Commercial Value" for the contents shipped. The Academy will not pay for customs duties incurred by the shipment of application material, nor is it responsible for complications due to customs clearance.

Candidates for 2010-2011 fellowships will be notified after the General Selection Committee convenes in late January 2010.

FELLOWSHIP INFORMATION

BERLIN PRIZES are awarded for a full academic semester. Fellowships include the following named prizes, among others:

AXEL SPRINGER BERLIN PRIZE (international relations)
DAIMLER BERLIN PRIZE (general)
ELLEN MARIA GORRISSEN BERLIN PRIZE (general)
METRO BERLIN PRIZE (social sciences)
MARY ELLEN VON DER HEYDEN BERLIN PRIZE FOR FICTION (fiction)
HOLTZBRINCK BERLIN PRIZE (writing and journalism)
ANNA-MARIA KELLEN BERLIN PRIZE (general)
BERTHOLD LEIBINGER BERLIN PRIZE (humanities)
SIEMENS BERLIN PRIZE (general)

BOSCH PRIZES IN PUBLIC POLICY are generally awarded for terms of six to eight weeks or a full semester.

Fellowship assignments are made by the American Academy in Berlin after the Selection Committee has designated the Berlin Prize winners.

TO THE APPLICANT: The information you provide on this form becomes part of your permanent record at the American Academy in Berlin. We cannot process your application if it is incomplete or illegible. Please print clearly. You may fill out this form electronically using the program Adobe Acrobat or Adobe Acrobat Reader. (Use the tab key to move from field to field.) Please remember to sign the document. Do not submit this form by fax or email.

Important: This form should not be used by composers or visual artists.

I. GENERAL INFORMATION

Prof./Dr./Mr./Ms. _____
FIRST NAME M.I. LAST NAME BIRTHDAY (M / D / Y)

HOME ADDRESS CITY STATE ZIP COUNTRY

HOME TELEPHONE HOME FAX HOME EMAIL ADDRESS

COMPANY / INSTITUTION DEPARTMENT

BUSINESS ADDRESS CITY STATE ZIP COUNTRY

BUSINESS TELEPHONE BUSINESS FAX BUSINESS EMAIL ADDRESS

For correspondence, use home address business address

2. INSTITUTIONAL AFFILIATION, IF APPLICABLE, INCLUDING OFFICIAL TITLE AND DEPARTMENT

3. PLEASE LIST THREE REFERENCES WHO KNOW YOUR WORK WELL.

These individuals may or may not be contacted as part of the Academy's independent review process. Letters of recommendation are not required nor are they shared with members of the General Selection Committee. Promising candidates are screened by peer reviewers or expert committees appointed by the Academy. Those applications remaining after the screening will be reviewed by the General Selection Committee, which awards the Berlin Prizes.

NAME	INSTITUTION	TELEPHONE	EMAIL

4. TITLE OF PROPOSED PROJECT

5. BRIEF SUMMARY OF PROPOSAL (Please limit this description to the space provided.)

6. ARE YOU APPLYING FOR REGULAR OR EARLY ADMISSION? (Candidates may not apply for more than one year. Please note that the Selection Committee only grants early admission to a small number of exceptional candidates.)

I am applying for the 2010–2011 academic year.
 I am applying for early admission (up to three academic years in advance).

7. IF YOU ARE APPLYING FOR EARLY ADMISSION, PLEASE INDICATE THE YEAR FOR WHICH YOU WOULD LIKE TO BE CONSIDERED. (Choose one.)

2011–2012	fall semester	spring semester
2012–2013	fall semester	spring semester
2013–2014	fall semester	spring semester

8. PLEASE INDICATE THE FELLOWSHIP FOR WHICH YOU WISH TO BE CONSIDERED AND YOUR PREFERRED PERIOD OF RESIDENCY.

BERLIN PRIZE (generally awarded for a single semester)

Fall semester 2010 (September to mid December)
 Spring semester 2011 (mid January through May)

BOSCH BERLIN PRIZE IN PUBLIC POLICY (generally awarded for terms of six to eight weeks; occasionally for a full semester)

IF APPLYING FOR THE BOSCH PRIZE, PLEASE RANK 1–4 IN ORDER OF PREFERENCE.

September – October 2010
 November – December 2010
 January – March 2011
 April – May 2011
 I would prefer an entire semester (please mark time period above)

Applications for all Berlin Prizes and Bosch Berlin Prizes in Public Policy are considered together by the General Selection Committee. In some cases, the Selection Committee may designate a Berlin Prize applicant for a Bosch Fellowship, or vice versa.

14. ARE THERE ANY SPECIAL CONSIDERATIONS PERTINENT TO YOUR RESIDENCY, SUCH AS PHYSICAL DISABILITIES OR DIETARY RESTRICTIONS, THAT THE ACADEMY SHOULD KNOW ABOUT IN ORDER TO MAKE APPROPRIATE ACCOMMODATIONS?

15. PLEASE INDICATE THE LEVEL OF YOUR GERMAN LANGUAGE SKILLS.

(No knowledge of German is required.)

READING	none	elementary	intermediate	advanced
WRITTEN	none	elementary	intermediate	advanced
SPOKEN	none	elementary	intermediate	advanced

16. HOW DID YOU LEARN ABOUT THE AMERICAN ACADEMY IN BERLIN?

(Please be as specific as possible.)

Advertisement placed in _____
Press article in _____
An Academy staff member or associate named _____
Alumni named _____
Academy Website _____
Online posting or Listserv _____
Other _____

17. PLEASE LIST OTHER AWARDS AND FELLOWSHIPS DURING THE SAME PERIOD OF RESIDENCE FOR WHICH YOU ARE APPLYING.

18. PLEASE READ AND SIGN.

I declare that, to my knowledge, the information reported on this form is complete and correct.

Signature

Date

All application materials must arrive in Berlin by Thursday, October 1, 2009.

The American Academy in Berlin
Attn: General Application for Fellowship
Am Sandwerder 17-19
14109 Berlin
Germany

Questions may be directed to:
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Fax: +49 (30) 804-83-111