

SUMMARY OF THE ONLINE APPLICATION SYSTEM

Applications for the HYI African History and Cultures training program fellowship must be submitted online.

Eligibility:

1. Applicants must be Asian citizens and currently affiliated with and based at a university or research institution in Asia.
2. Junior faculty members need to have their PhDs in African Studies in the disciplines of humanities and social sciences. They must have received their PhDs no earlier than 2014. This fellowship program doesn't support scholars working on applied research or policy think tanks.
3. Advanced doctoral students should have one or two chapters of the dissertation drafted, aiming to finish their dissertation within the next two years.

The application deadline is Nov. 30, 2021. Your application must be submitted online by this date.

To apply online, applicants should go to: [https://www.onlineapplicationportal.com/](https://www.onlineapplicationportal.com/yenching)

[yenching](https://www.onlineapplicationportal.com/yenching) The portal will be open for applications on November 1, 2021.

Click on “Applicant Registration – Start Here”.

Once you are registered, log in and select “Harvard-Yenching Institute - ‘African History and Cultures’ Training Program” to begin your application.

REQUIRED APPLICATION MATERIALS

1. Application Information:

Applicants will be asked to enter:

- **Basic identity information** (name, date of birth, citizenship, addresses etc.)
- **Current position and affiliation**
- **Education** (degrees, subject, year awarded)
- **Misc. questions** (have you applied for a HYI scholarship or training program before; have you been a visiting scholar in the US in the past 2 years)
- Title of **proposed research project**
- Graduate students only – list **adviser name and contact info**
- **Foreign travel** (only for long-term stays, do not list vacations or short trips for conferences)
- **Languages** (list native language, indicate level of English and any other languages spoken)

2. Documents:

Applicants must **upload** the following two (2) documents (in English):

- **Research proposal or dissertation description**
 - If you are a doctoral candidate or a post-doctoral fellow, please provide a brief description of your dissertation topic (up to 6 pages, double-spaced)

African History and Cultures Training Program – Application Guidelines

- If you are a faculty member, please provide a research proposal including your previous teaching and research experience that is related to Linguistic and Semiotic Anthropology (up to 10 pages, double-spaced)

CV (curriculum vitae) in English, which must include:

- Honors (previous fellowships, scholarships, grants and other honors)
- Employment (All positions held, academic or other, in chronological order, with dates. For faculty, include the date from which you have held your present faculty position)
- Publications (please list titles in the original language as well as English)

Recommendation letters:

Three (3) recommendation letters (in English) are required. If the letter writer prefers to write in his or her native language, please arrange for a translation (please do not translate the letter yourself). Both the original and translated letter (combined as one file) should be uploaded. The letter writers must upload their recommendation letter directly in the online system. They cannot send it to you or have you upload it for them. Once you have started applying online, you should invite your letter writers to submit their recommendations:

Instructions for Requesting a Letter of Reference

1. Log in to your account in the online application portal.
2. Once you have started your application, on the left-side menu select “Recommendation Letters”
3. Click the green "Request a Recommendation" button and complete the required information in the window that opens.
4. After you have entered the necessary information, select the blue "Send E-mail" button.
5. An e-mail request will be sent to the letter writer with instructions on how to complete the online letter. After sending the requests, the names will appear in the Recommendation Letters box below.
6. PLEASE NOTE: You MUST ENTER YOUR REFERENCE REQUEST into the system from this page BEFORE the letter writer can log into the Online Reference Portal. Please do not ask them to access the system until you have done this.
7. After the email is sent, you may want to check with the letter writer to confirm that they have received the email and instructions on how to submit the letter online (it occasionally gets stuck in spam/junk mailboxes). The email will come from yenching@onlineapplicationportal.com.
8. You will be able to tell when the letter has been uploaded by checking the “Status” column.

The application (and recommendation letters) must be submitted by **Nov. 30, 2021.**

If you have any questions, please email: hyiprogram@fas.harvard.edu