Sample Application

What follows is a sample of an application for the Henry Luce Foundation/ACLS Program in China Studies Early Career Fellowship. It is for informational purposes only.

To apply for this fellowship, you must submit your application electronically, using the Online Fellowship Application (OFA) system.
Henry Luce Foundation/ACLS Program in China Studies
Early Career Fellowships

Program Description

Henry Luce Foundation/ACLS Program in China Studies - Early Career Fellowships
In cooperation with the Henry Luce Foundation, ACLS has embarked on a three-year bridging program to reassess and reconfigure the Luce/ACLS Program in China Studies. We will convene scholars at all ranks, higher education leaders, journalists, and other readers of research and writing on China to re-imagine and transform our program to meet the needs of China studies in the 21st century. Fellowships in 2021-22 will support research, writing, and curriculum development. An intensive retreat on the future of the field and on progress of fellowship projects (with a mentoring component) will be held in June 2022.

Fellowships are financially supported by the Henry Luce Foundation, with additional funds from the National Endowment for the Humanities.

Short-term research fellowships will enable recent PhDs (without tenure and within eight years of the PhD), and with heavy teaching and service responsibilities to carry out projects in research and writing. These flexible, short-term awards may be used for access to online archives, travel, conference participation, childcare or other familial responsibilities, as well as other needs identified in the application essay for accomplishing the proposed objectives. Fellows will be asked to share the planned impact of their projects for curriculum development at the June 2022 retreat, whose purpose is to build teacher-scholar cohorts in China studies.

Each short-term fellowship provides a stipend of $15,000 (three months’ work over a period of twelve months). It also provides an additional $5000 allowance for attendance at the summer retreat in 2022. Short-term fellowships do not require leave from university responsibilities.

Long-term research fellowships will enable recent PhDs (without tenure and within eight years of the PhD) to take leaves from university responsibilities for four to eight months to carry out projects in research and writing. During the fellowship tenure, which must consist of consecutive semesters or quarters, Fellows must be on leave from teaching and service. No employment is allowed, so that full time may be devoted to the project. Fellows will be asked to share the planned impact of their projects for curriculum development at the June 2022 retreat, whose purpose is to build teacher-scholar cohorts in China studies.

Each long-term fellowship provides a stipend of $5000 per month for a minimum of four months and a maximum of 8 months. The minimum stipend is $20,000; the maximum is $40,000. The fellowship also provides an additional $5000 allowance for attendance at the summer retreat in 2022.

Early Career fellowships emphasize the importance of research in China by the applicant. The application essay should describe the research the applicant intends to do, or has done, in China, if any. (Applicants who do not propose work in China should explain how they will gain access to sources.)

Research in Hong Kong, Macau, Tibet, Xinjiang, and Taiwan is eligible. Research may also be conducted on Chinese culture and society outside these areas, as required by the research plan. In each case, the selection committee will consider the quality and intensity of the project's focus on topics related to China.

Proposals must reflect an understanding of the contemporary academic and research environment in China. A working knowledge of the Chinese language is required.

The fellowship period must begin between June 1, 2022, and September 30, 2023.

https://ofa.acls.org/programs/chinapostdoc/?sid=Uv4iLrj8pXCZM7YhlQ9jGPF@c5a@SNamIoEj4hBRyZVp@BclavAUKhYT9zo2HB3zFzb8UCo8mr...
Luce/ACLS Early Career Fellowships promote inclusion, equity, and diversity as integral components of merit that enhance the scholarly enterprise. It is a priority that every cohort of Fellows and grantees is broadly inclusive of different backgrounds, cultures, and any aspects that make one unique. In China studies we seek balance in regard to national origin, educational background, and current university affiliation, as well as in disciplinary approaches, topics and historical periods studied.

FELLOWSHIP DETAILS

- **Stipend for short-term fellowships:** $5,000 per month for three months' work accomplished over a twelve-month period
- **Stipend for long term fellowships:** $5,000 per month for four to eight months' work accomplished full time, i.e., with leave from all university responsibilities
- **Tenure:** the fellowship period must begin between June 2022 and September 2023.
- **Early Career Fellowships** support research and writing toward a scholarly product in English with clear implications for curriculum development.
- **Priority** will be given to proposals based on the applicant's research in China. Research in Hong Kong, Macau, Tibet, Xinjiang, and Taiwan is eligible. In addition, proposals based on research outside these areas will also be considered. (Applicants who do not propose work in China should explain how they will gain access to sources.)
- **Projects** must be in the humanities or related social sciences, but there are no restrictions regarding theme, methodological approach, or period.
- A working knowledge of Chinese is required.
- Stipends may be used for research costs (including travel, access to online archives, and conference participation) and living expenses (including childcare and other familial responsibilities). The application essay should state how these costs will support the project's objectives, but no budget is required.
- Other support may be accepted during the fellowship tenure. For long-term fellowships, the total of sabbatical leave or other grants cannot exceed 125% of the fellow's academic annual salary.
- A final report is required on completion of the fellowship period.
- **Deadline:** Completed applications must be submitted through the ACLS Online Fellowship and Grant Administration (OFA) System (ofa.acls.org) no later than **9 pm Eastern Standard Time, November 1, 2021.**

Before beginning your application, you will be asked questions designed to determine preliminary eligibility for this program. Once you have answered these basic eligibility questions, please read all instructions, including those in the REFERENCE LETTERS and PROPOSAL UPLOAD sections, before beginning to fill out the application form.

ELIGIBILITY

- An applicant must hold a PhD from an institution in the United States or Canada, OR be a US or Canadian citizen/permanent resident with a PhD from any institution.
- If the PhD is not conferred by the application deadline, November 1, 2021, the applicant must submit:
  1. (At the time of application) an Institutional Statement signed by a university official (Departmental Chair or Dean) confirming that the applicant is on schedule to complete the PhD by April 15, 2022
  2. (By April 15, 2022) a letter from the Graduate School confirming that the dissertation has been submitted and approved by the Graduate School for conferral according to the university calendar.

  **It is the responsibility of the applicant to submit the dissertation in time for the Graduate School to issue a certification by April 15, 2022.**
- An applicant who is not a US or Canadian citizen/permanent resident must have an affiliation, or a long-term regular research or teaching appointment, with a university or college in the United States or Canada.
- An applicant must hold a PhD degree conferred no earlier than January 1, 2013.
Applicants who have obtained tenure, or who have submitted tenure materials for review by the application deadline are not eligible.

The project must aim to produce a scholarly text and have clear implications for curriculum development.

A working knowledge of Chinese is required.

In order to be eligible, a non-citizen/permanent resident who has just graduated from a PhD program in the US or Canada and is not yet employed/affiliated with a university in North America must in the Applicant's Statement describe plans for a career in China studies in the United States or Canada. It will strengthen the application to include mention of applications underway for academic positions, with the names of institutions being considered.

**APPLICATION ELEMENTS**

Applications must include:

- Completed application form submitted through the ACLS Online Fellowship and Grant Administration (OFA) System.
- Application essay (no more than 5 double-spaced pages in Times New Roman 11-point font). The application essay should lay out the research project - what it is about, its location in the current literature, what sources are to be examined, and how the applicant plans to carry out the work. In addition, the essay should contain a section headed “Curricular implications” describing how the project relates to development of courses and programs related to China. The application must propose research, but the selection committee will consider its broader impact, as outlined in the essay.
- Up to 2 additional pages of images, musical scores, or other similar supporting non-text materials [Optional]
- Bibliography (no more than 2 pages, double-spaced between entries)
- Applicant's statement (no more than one page in Times New Roman 11-point font) describing the intellectual trajectory and experiences that brought the applicant to the current stage of academic career and that motivate plans for the future. ACLS is committed to diversity, equity, and inclusion in all aspects of the fellowship application process. Please use the personal statement to note any relevant information about your personal background and/or ways in which your proposed research addresses issues related to underrepresented minorities.
- List of the applicant's publications (no more than 2 pages, double-spaced between entries)
- Copies of correspondence with Chinese contacts [Optional]
- Two letters of reference
- **Required only for applicants whose PhD will be completed/conferred after the application deadline:** Institutional Statement from the applicant's institution (preferably from the applicant's chair or dean), stating that the applicant will complete all requirements for the PhD, including defense and revisions, by April 15, 2022. The person submitting the institutional statement cannot be one of the reference-letter writers. No award will be made without confirmation of the awarding of the degree by the Graduate School. The Institutional Statement must be submitted through the ACLS Online Fellowship and Grant Administration (OFA) System.
- Certification by the Graduate School of the awarding of the PhD degree must be received by ACLS by April 15, 2022. **It is the applicant's responsibility to submit the dissertation in time for the Graduate School to issue a certification by April 15, 2022.** The applicant should request that the Graduate School send the certification to ACLS at ChinaStudies@acls.org

**SELECTION CRITERIA**

Applications will be reviewed by a panel of scholars in China studies according to the following criteria:
The research design and intellectual organization of the project
The importance of proposed research in the context of existing literature, which must be identified
The ability of the applicant to accomplish the proposed research, based on academic training and success of previous research projects
The impact the project will have on curriculum development
The feasibility of the plan of work
# Eligibility

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<th>Eligibility Check</th>
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| 1. Are you a US or Canadian citizen/permanent resident OR do you have an affiliation, a long-term regular research or teaching appointment, with a university or college in the United States or Canada?  
   - Yes  
   - No |
| 2. Do you have a PhD degree from an institution in the United States or Canada OR are you a US or Canadian citizen/permanent resident with a PhD from any institution?  
   - Yes  
   - No |
| 3. Was your PhD degree conferred after January 1, 2013? (Note: Your PhD [including defense and revisions] must be completed by November 1, 2021.)  
   - Yes  
   - No |
| 4. Will your degree be conferred by November 1, 2021, and if not, are you submitting an Institutional Statement confirming that you are on schedule to have the Graduate School certify the award of the PhD by April 15, 2022?  
   - Yes  
   - No |
| 5. Have you obtained tenure, or have you submitted tenure materials for review by the application deadline?  
   - Yes  
   - No |

Continue
Eligibility Confirmation

You have passed our preliminary eligibility screening; please click the button below to proceed to the instructions.

Continue
## Eligibility

1. An applicant must hold a PhD from an institution in the United States or Canada. OR must be a US or Canadian citizen/permanent resident with a PhD from any institution. The PhD degree must be completed by November 1, 2021.

   If the PhD is not conferred by the application deadline, November 1, 2021, the applicant must submit:
   1. (At the time of application) an Institutional Statement signed by a university official (Departmental Chair or Dean) confirming that the applicant is on schedule to complete the PhD by April 15, 2022
   2. (By April 15, 2022) a letter from the Graduate School confirming that the dissertation has been submitted and approved by the Graduate School for conferral according to the university’s schedule.

   **It is the responsibility of the applicant to submit the dissertation in time for the Graduate School to issue a certification by April 15, 2022.**

2. An applicant who is not a US or Canadian citizen/permanent resident must have an affiliation—a long-term regular research or teaching appointment—with a university or college in the United States or Canada.

3. An applicant must hold a PhD degree conferred no earlier than January 1, 2013.

4. An applicant who has obtained tenure, or who has submitted tenure materials for review by the application deadline is not eligible.

5. The project must aim to produce a scholarly text with clear implications for curriculum development.

6. A working knowledge of Chinese is required.
Instructions

You may make as many visits to your application as you wish, and revise any information in your application until it has been submitted. In order to be considered, your application must be complete and in SUBMITTED status at 9 pm, EASTERN STANDARD TIME, November 1, 2021. You must complete the REFERENCE LETTERS section by this time; your letter writers will have until November 8, 2021, to submit their letters.

This application consists of three parts: the application form itself, the uploaded documents (see PROPOSAL UPLOAD), and reference letters (see REFERENCE LETTERS).

BEFORE BEGINNING the application form, please read the Instructions regarding the PROPOSAL UPLOAD and the REFERENCE LETTERS, as well as the following technical instructions.

A. HOW TO SAVE AND SUBMIT YOUR DATA.

1. Do not use your browser's "BACK" or "FORWARD" buttons for navigation. Instead, use the menu on the left to navigate between screens or the "SAVE AND CONTINUE" button at the bottom of each screen to take you to the next application screen.
2. You must SAVE each time you leave a screen. If you do not click on SAVE, anything entered since you last hit SAVE on that screen will be lost. (Any work from a previous session will be retained, but any new entries will be lost.) The SAVE button is on the bottom of your screen.
3. You may work on your application in as many sessions as you wish, and the status of your application will be IN PROCESS until you submit it. Once you are satisfied that your application is complete, you must go to the SUBMIT APPLICATION screen and select SUBMIT APPLICATION. Once your application has been SUBMITTED, it cannot revert to IN PROCESS status.
4. When you have completed your application, pause to check it one last time. We strongly suggest that you print and read your application before submitting it, so that you can be sure there are no further revisions you wish to make. Your print copy should include your uploaded document.
5. Your application status bar must show SUBMITTED at 9 pm, Eastern Standard Time, November 1, 2021, in order for it to be considered. ACLS will take no responsibility for applications that are not in SUBMITTED status at the deadline. Once your application has been SUBMITTED, even if it was submitted before the final deadline, no changes will be permitted.
6. We strongly urge you to print out and save a copy of the final version of your SUBMITTED application. Your print copy should include your uploaded documents. You can print your application until January 15, 2022.

B. HOW TO ENTER DATA.

1. You may begin completing the application at any section.
2. What you type into the form is exactly what will be seen by our reviewers. Therefore, please fill out the form carefully, paying attention to spelling, punctuation and grammar. (For instance, do not use all caps.)
3. Text boxes will hold only a limited amount of text. Where longer answers are permitted, the number of available characters will normally be indicated. We suggest that you type rather than paste your response. If you paste your response, be sure your character count does not exceed the limit: excess text may appear on the screen but will not print and will not be visible to reviewers. Examine your print application to be sure your response is complete.
4. Dates should always be entered in the format mm/yyyy or mm/dd/yyyy where indicated. Where an entry continues into the present, please simply leave the ending date blank (mm/yyyy - [blank]).
5. Begin typing all answers at the extreme left hand side of the response area or box; do not leave a space or indent at the beginning of your answer.
6. In all dollar amount fields, use only digits. Please do not use the dollar sign or commas.

**C. HOW TO GET HELP.**

1. If you have questions about the application process, please consult FAQ (https://www.acls.org/FAQ/Henry-Luce-Foundation-ACLS-Program-in-China-Studies). If your question is not answered there, click on the "OFA HELP" link that appears on the blue bar at the top of each screen to submit your query.
2. If you are unable to use the "OFA HELP" link that appears on the blue bar at the top of each screen (after this one), contact ofahelp@acls.org (mailto:ofahelp@acls.org) with questions. (Please use the "OFA HELP" link instead if possible.)

Good luck with your application!
Contact Information

Check One

- Short-term fellowship
  (Three months' work over a twelve-month period. No leave required from university responsibilities.)
- Long-term fellowship
  (Four to eight consecutive months full time work. Leave required from all university responsibilities.)

Salutation
Dr.

First Name
John

Middle Name/Initial

Last Name
Doe

Suffix

Preferred Pronouns

Primary Email Address
johndoe@aol.com
(should be valid through May 2022)

ORCID iD

The record search feature works for public ORCID records only. 
(click here to search ORCID)
City

State
Select One

(IF NOT U.S.)

Zip/Postal Code

(if using a ZIP-plus-4 code, please include hyphen)

Country

(IF NOT U.S.)

Telephone
(____) - ______, ext.

(IF NOT U.S.)

Fax
(____) - ______

Which is your preferred mailing address?
Select
(Be sure to indicate your preferred mailing address.)
# Education

**PhD**

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(To ensure proper processing of your application, your institution’s name must be displayed correctly. Enter a few letters of your institution’s name to search against our database. **Use the full name, not an acronym or abbreviation.**)

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**PhD major discipline**

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**Title of doctoral dissertation**

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**Name of dissertation supervisor**

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**Master's Degree**

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**Select a degree**

Select One

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Date degree received

/m/

(mm/yyyy)

Master's degree major discipline


BA/BS

Degree received from

(To ensure proper processing of your application, your institution's name must be displayed correctly. Enter a few letters of your institution's name to search against our database. Use the full name, not an acronym or abbreviation.)

Date received

/m/

(mm/yyyy)

BA/BS major discipline


Other Degrees

List any additional degrees

(150 max character limit: character count = 0)

Chinese Language Proficiency
Please indicate your proficiency (reading, writing, or speaking) in Classical Chinese, Modern Mandarin, or any other Chinese dialects relevant to the proposed event. *(use E=Excellent, G=Good, F=Fair or less, N/A=Not applicable).*

*If you are a Native Speaker of a language, please indicate by checking the appropriate box.*

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*If there are other aspects of your Chinese language background that you would like the Committee to consider, please so indicate.*

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| Additional Foreign Languages |

List up to six foreign languages you can use, indicating proficiency in reading, speaking, and writing. *(Use E=Excellent, G=Good, F=Fair or less, N/A=Not applicable.)* *If you are a Native Speaker of a language, please indicate by checking the appropriate box.*

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Current Position

Rank/Title
Select One

(Please choose the most appropriate from the list. If you have no academic affiliation, please select "Independent Scholar.")

Discipline

(Please indicate here the discipline you would use in completing your academic title, for example, Associate Professor of French Literature, Professor of Philosophy, etc. Write only the name of your discipline, not your professorial title.)

Specialization

Department

Institution

(To ensure proper processing of your application, your institution's name must be displayed correctly. Enter a few letters of your institution's name to search against our database. Use the full name, not an acronym or abbreviation.)

Date you began this position

Are you tenured?
Select

Anticipated date of tenure review completion

/  

(mm/yyyy)
| **Second Institution**  
  (if applicable) |
|---------------------------|

(If you are currently affiliated with more than one institution, please list the second institution here.)

**Date you began this position**

/  

(mm/yyyy)

If you do not hold an academic appointment, what is your current position?

(150 max character limit: character count = 0)
# Professional Background

**Positions Held**

List positions held (professional, teaching, administrative, curatorial) since baccalaureate degree (or master’s degree), beginning with current position. Give name of institution, title, and approximate dates of employment for each.

*Please remember:*

- use only numbers in the date fields, for example, 09/1995
- use the format mm/yyyy throughout
- where an entry continues into the present, leave the "To" field blank
- use only numbers in all dollar amount fields, for example, 1000

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<th>Institution/Employer</th>
<th>Title</th>
<th>From</th>
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- **Institution/Employer**
- **Title**
- **From**
- **To**
### Awards

Beginning with the most recent, list up to eight of the grants, fellowships, scholarships, academic honors, or awards you have received, giving in each case the dates, purposes (tuition, travel, expenses, etc.), and, if funded, the approximate amounts. If you are listing only selected awards, choose those that are most significant to the project you are proposing for a Luce/ACLS fellowship. Please do not be concerned if you cannot recall exact dates or amounts, and do not feel you must use all eight entries.

Please remember:

- use only numbers in the date fields, for example, 09/1995
- use the format mm/yyyy throughout
- where an entry continues into the present, leave the "To" field blank
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Awards | Henry Luce Foundation/ACLS Program in China Studies Early Career Fellowships

From

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Purpose

Award

Award Type

Select One

From

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Research Project

Please specify the most suitable institution to serve as your primary official host in China, if any, and explain your choice; specify the scholars with whom you will work at that institution, and describe and evaluate any contacts you have had there that might facilitate your proposed work. Copies of relevant correspondence with Chinese contacts relating to your proposed research should be uploaded to your application. (See PROPOSAL UPLOAD.)
Proposed dates of fellowship tenure:

From: 

/ / / 

To: 

/ / / 

(mm/dd/yyyy)

Proposed dates of research in China: (use the format mm/dd/yyyy). [If your proposal is for writing a scholarly product based on research already done in China, please specify the dates you were on location conducting this research.]

From: 

/ / / 

To: 

/ / / 

(mm/dd/yyyy)

If your project does not involve research in China, please explain how you had or will have access to the sources you need.
List any countries or geographical areas on which your research is focused.

1. Select One

2. Select One

3. Select One

4. Select One

Other

List any countries or geographical areas other than the US in which you have done research in the last five years.
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<thead>
<tr>
<th>Disciplinary Areas</th>
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<td>Please identify up to five disciplinary areas, in order of relevance, that best describe your research project. Do not choose &quot;other&quot; unless none of the options is close to your field. <strong>For your first selection please choose the specific field that most closely corresponds to your fellowship project.</strong></td>
</tr>
</tbody>
</table>

<table>
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<th>1.</th>
<th>Select One</th>
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<th>3.</th>
<th>Select One</th>
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<th>4.</th>
<th>Select One</th>
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<tr>
<td>Other</td>
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</table>
5.

Select One

Other

Save  Save and Continue
# Sub-Fellowship Selection

The Luce/ACLS Early Career Fellowships in China Studies are funded by the Henry Luce Foundation with additional funding from the National Endowment for the Humanities.

Applicants selected for a Luce/ACLS Postdoctoral Fellowship may have part of their funding come from NEH. It is important therefore to indicate if you are eligible for NEH funding by checking the box below.

**Eligibility requirements for NEH funding (in addition to the program's eligibility requirements):**

1. The applicant must be a US citizen or a permanent resident who has lived in the United States continuously for at least three years by the application deadline.
2. The application must propose full time research in China (no less than four consecutive months and up to twelve months in duration).
3. Fellows who receive NEH funds also must submit a final report to both NEH and ACLS.

**Luce/ACLS Postdoctoral Fellowship in China Studies with additional funds from NEH**

☐ **Check here** if you are eligible for NEH funding.

*No additional information is necessary.*

**I will be conducting research in China:**

**From:**

/ / / 

**To:**

/ / (mm/dd/yyyy)

---

Save  Save and Continue
Administrative Information

This information is REQUIRED (except as noted). It is for administrative purposes only and will not be distributed as part of the selection process.

Please remember:

- use only numbers in the date fields, for example, 09/1995
- use the format mm/yyyy throughout, except where mm/dd/yyyy is specifically requested
- where an entry continues into the present, leave the "To" field blank
- use only numbers in all dollar amount fields, for example, 1000

Current salary

0.00

(do not add benefits or summer salary).

What is your country of citizenship?

Select One

If NOT United States, do you hold US Permanent Resident status?

Select

AND have you lived in the US continuously for at least the past 3 years?

Select

Sources of Support - Confirmed

List other sources of support, for example, sabbatical salary, other fellowships and grants, ALREADY CONFIIRMED in connection with your proposed research project or planned total period of research leave. Also indicate the approximate amount of funding and period of support.

Source

From /
Sources of Support - Applying

List other major funding sources, with approximate amount and tenure period, to which you **ARE APPLYING** for your present research proposal.

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<th>Source</th>
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**Statistical Purposes Only**

The following questions are optional and will be used for statistical purposes only.

**Date of birth**

/ / / (mm/dd/yyyy)
Gender

With which group or groups do you most identify?

- Caucasian (not of Hispanic origin)
- Black/African (not of Hispanic origin)
- Hispanic or Latinx
- Native American or Alaskan Native
- Asian
- Native Hawaiian or other Pacific Islander
- Other:

Informational Purposes Only

1. How did you learn about this program? (Please select all that apply.)

- Higher Education publication (e.g., Chronicle of Higher Education, Inside Higher Ed)
- Dean or other administrator
- University fellowship/grants office
- ACLS website
- Other website (e.g. H-Net)
  Please specify:

- Former fellows/grantees
- Colleague at my institution
- Colleague at another institution
- Social media
  Please specify:

- Online Advertisement
  Please specify where:

- Email from ACLS
- Other Email newsletter or Listserv
  Please specify where:

- Web Search
- Academic Conference or Meeting
  Please specify:
2. Please identify the ACLS member scholarly societies or ACLS affiliate organizations (if any) of which you are a member or with which you have an affiliation. (Please check all that apply.)

ACLS Constituent Learned Societies

☐ African Studies Association  ☐ American Academy of Arts and Sciences  
☐ American Academy of Religion  ☐ American Anthropological Association  
☐ American Antiquarian Society  ☐ American Association for the History of Medicine  
☐ American Association of Geographers  ☐ American Comparative Literature Association  
☐ American Dialect Society  ☐ American Economic Association  
☐ American Folklore Society  ☐ American Historical Association  
☐ American Musicological Society  ☐ American Numismatic Society  
☐ American Oriental Society  ☐ American Philosophical Association  
☐ American Philosophical Society  ☐ American Political Science Association  
☐ American Society for Aesthetics  ☐ American Society for Eighteenth-Century Studies  
☐ American Society for Environmental History  ☐ American Society for Legal History  
☐ American Society for Theatre Research  ☐ American Society of Church History  
☐ American Society of Comparative Law  ☐ American Society of International Law  
☐ American Society of Overseas Research  ☐ American Sociological Association  
☐ American Studies Association  ☐ Archaeological Institute of America  
☐ Association for Asian Studies  ☐ Association for Jewish Studies  
☐ Association for Slavic, East European, and Eurasian Studies

https://ofa.acls.org/programs/chinapostdoc/administrative/?sid=H4GYHRGL1q4I@sFa@u7NDDCX4NAGfmeFvdIYM7OTT1rRR6teZr5lVylPETazM49…  5/7
☐ Association for Study of African American Life and History
☐ Association for the Advancement of Baltic Studies
☐ Association of American Law Schools
☐ Austrian Studies Association
☐ Bibliographical Society of America
☐ College Art Association
☐ College Forum of the National Council of Teachers of English
☐ Dictionary Society of North America
☐ Economic History Association
☐ German Studies Association
☐ Hispanic Society of America
☐ History of Science Society
☐ International Center of Medieval Art
☐ Latin American Studies Association
☐ Law and Society Association
☐ Linguistic Society of America
☐ Medieval Academy of America
☐ Metaphysical Society of America
☐ Middle East Studies Association of North America
☐ Modern Language Association of America
☐ National Communication Association
☐ National Council on Public History
☐ National Women's Studies Association
☐ North American Conference on British Studies
☐ Oral History Association
☐ Organization of American Historians
☐ Philosophy of Science Association
☐ Renaissance Society of America
☐ Rhetoric Society of America
☐ Shakespeare Association of America
☐ Sixteenth Century Society and Conference
☐ Society for American Music
☐ Society for Cinema and Media Studies
☐ Society for Classical Studies
☐ Society for Ethnomusicology
☐ Society for French Historical Studies
☐ Society for Military History
☐ Society for Music Theory
☐ Society for the Advancement of Scandinavian Study
☐ Society for the History of Authorship, Reading and Publishing
☐ Society for the History of Technology
☐ Society of Architectural Historians
☐ Society of Biblical Literature
☐ Society of Dance History Scholars
World History Association

ACLS Affiliates

- Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA)
- Association of American Colleges and Universities
- Association of Art Museum Curators
- Association of College & Research Libraries
- Association of Research Libraries
- Canadian Federation for the Humanities and Social Sciences
- Center for Research Libraries
- Community College Humanities Association
- Consortium of Humanities Centers and Institutes
- Federation of State Humanities Councils
- International Society for Third-Sector Research
- Phi Beta Kappa

3. Please identify all ACLS fellowship programs (if any) to which you have previously applied.

- ACLS Fellowship
- ACLS Collaborative Research Fellowship
- ACLS Digital Extension Grant
- ACLS Digital Innovation Fellowship
- ACLS Emerging Voices Fellowship
- ACLS Leading Edge Fellowship
- ACLS New Faculty Fellows
- Charles A. Ryskamp Research Fellowship
- Frederick Burkhardt Residential Fellowship
- Getty/ACLS Postdoctoral Fellowships in the History of Art
- Luce/ACLS Dissertation Fellowship in American Art
- Luce/ACLS Fellowships in Religion, Journalism & International Affairs
- Luce/ACLS Program in China Studies
- Mellon/ACLS Community College Faculty Fellowship
- Mellon/ACLS Dissertation Completion Fellowship
- Mellon/ACLS Public Fellows
- Mellon/ACLS Scholars & Society Fellowship
- The Robert H. N. Ho Family Foundation Program in Buddhist Studies
- African Humanities Program
- CCK Comparative Perspectives on Chinese Culture and Society
Reference Letters

PLEASE NOTE: You MUST ENTER YOUR REFEREES on the Reference Letters page BEFORE they can log in to use the online references system. Please do not ask them to access the system until you have done this. Once you have entered the information and clicked the "send email" button, an email will be automatically generated with appropriate instructions to the referee.

Two letters of reference are required. Referees should be scholars knowledgeable about your professional and/or academic experience, experts in the subject matter, and able to judge your work objectively. At least one of the referees should be from outside of your home institution. These reference reports are confidential, for the use of review and selection panels only, and will not be made available to the applicant. (We do not accept letters from dossier services such as Interfolio.)

For your information, the online reference process requests referees to comment on the applicant as a scholar and professional and on the specific proposal to ACLS. Referees are asked to evaluate the scholar's ability to conduct and complete the project proposed, as well as the importance of this project within the general and specific field(s) to which it relates. Referees are also asked to assess the applicant’s competence in Chinese language(s) necessary for the proposed research.

Letters of reference must be submitted online. It is your responsibility to convey information about your proposal to your referees. After your referees have agreed to write on your behalf:

- Tell your referees to expect an email from ACLS.
- Make absolutely certain you have the correct email address for each referee.
- Enter each referee's name and email address by clicking on the "Add Referee" link at the bottom of this page. Please capitalize the name properly.
- Once you have entered the information and clicked the "send email" button, an email will be automatically generated with appropriate instructions to the referee.
- It is not necessary to enter all referees at the same time. You can return to this screen at any time to enter referees.

No more than two letters of reference will be accepted.

- Enter only two referees. It is possible to enter additional referees, but you should do this only if you learn that a referee is unable to complete the promised letter.
- The first two letters submitted will be the letters on file in support of your application. Once two letters have been submitted, another referee attempting to submit a letter for you will be prevented from doing so. Be careful not to put anyone in this situation.

If you learn that your referee did not receive an email with instructions, enter the information again using the "Add Referee" link below to have the email sent again. (You will not be able to enter the information again, however, if the referee has begun your letter.)

Institutional Statement (required only for applicants whose PhD degree will be conferred after the application deadline). The provided form asks the institutional representative (the applicant's department chair, dean, or other appropriate institutional representative) to confirm that the applicant is on schedule to complete all requirements for the PhD, including defense and revisions, by April 15, 2022.

https://ofa.acls.org/programs/chinapostdoc/references/?sid=ERer4@Av@8vJUO1Xa@UtH7BCXAZXa@20gzTKUy3s8ikNACBSJuK9bJizkVLL43Cffz… 1/2
Letters of reference and the institutional statement are due by November 8, 2021. It is your responsibility to check online to see whether letters have been submitted. The system will continue to accept letters after the deadline and will add them to your application at the earliest possible time, though we cannot guarantee that they will accompany your application through our entire review process.

You may wish to print this page so that you have this information after the application deadline. This page will not be included as part of your view/print application.

No recommenders entered. Click the "Add Recommender" button to request a letter.
Proposal Upload

To complete your application package, in addition to the application form, you must upload the following items: 1) an application essay, a bibliography, an applicant's statement, and a publications list and 2) correspondence with Chinese contacts (if any). **The application essay, bibliography, applicant's statement, and publications list must be uploaded as one continuous file. The correspondence with Chinese contacts, if any, must be uploaded as a separate document.**

**1A) APPLICATION ESSAY**

This application essay will be the basis of the evaluation of the project. You must submit a double-spaced Application Essay of no more than 5 pages. The application essay must include all of the following: a full statement addressing the relevance of the project to the broader issues in your discipline as well as to the field of China studies; intended contribution of the research to existing literature in your discipline; research design; proposed institutional affiliation in China, if any; an assessment of the project’s feasibility; nature of results expected; and rationale for the length of time that is being requested. It is important to specify the identity and location of sources at archives, libraries, or geographical sites and Chinese colleagues relevant to your project. You are encouraged to establish contact early on with appropriate individuals or institutions in China, and the proposal should explain and evaluate contacts already made. In addition, the essay should contain a section headed “Curricular implications” describing how the project relates to development of courses and programs related to China. The application must propose research, but the selection committee will consider its broader impact, as outlined in the essay.

Please include in the essay a separate section of one or two paragraphs to answer the question: What is your Workplan B? What will you do, if you encounter a major obstacle in your plan of research in China (or elsewhere) – a closed archive, inaccessible research site, etc.

Your professional contacts in China, knowledge of the current state of research in a particular field in China, and information on archives or data available in China are all important factors to be considered in reviewing your proposal.

The application essay must not exceed 5 double-spaced pages in Times New Roman 11-point font. You may, however, include up to 2 additional pages of images, musical scores, or other similar supporting non-text materials.

**1B) BIBLIOGRAPHY**

The bibliography should provide an overview of essential references for your project, and should balance the various sorts of key materials being used.

The bibliography must not exceed 2 pages, and should be double-spaced between entries.

**1C) APPLICANT'S STATEMENT**
The applicant's statement should be no more than one page, in Times New Roman 11-point font, which describes the intellectual trajectory and experiences that brought you to the current stage of academic career and that motivate plans for the future. This statement may be used to provide information about you not conveyed elsewhere.

ACLS is committed to diversity, equity, and inclusion in all aspects of the fellowship application process. Please use the personal statement to note any relevant information about your personal background and/or ways in which your proposed research addresses issues related to underrepresented minorities.

The applicant's statement must not exceed 1 page, single or double-spaced.

1D) PUBLICATIONS LIST

Publications resulting from previous research are an important factor in evaluating proposals from applicants. Applicants who have previously conducted research supported by ACLS grants should report all publications resulting from that research.

The publications list should be no more than 2 pages, double-spaced between entries.

2) CORRESPONDENCE WITH CHINESE CONTACTS [OPTIONAL]

Copies of relevant correspondence with Chinese contacts relating to your proposed research must be uploaded as a separate document. (You may submit the correspondence in the original language.)

In order to be reviewed, documents must adhere to the specified page limits and formatting.

3) DOCUMENT SPECIFICATIONS:

- Items 1a, 1b, 1c, and 1d must be uploaded as one continuous document. Item 2 should be uploaded as a separate document.
- Margins must be at least one inch on all sides.
- Use Times New Roman 11-point font for all uploaded documents.
- There is a 3 MB limit on the size of your upload. This means that the combined size of the two files uploaded, including any graphics or supplementary materials, cannot exceed 3 MB.
- Your application will be converted to Portable Document Format (.pdf). Keep formatting simple to avoid problems in the converted document.
- If your proposal includes foreign characters, please view it after uploading to be sure these characters convert properly. If not, you may have to convert your document to .pdf and upload again to resolve formatting problems.
- Use the header/footer function to number pages. (Do not type the numbers directly into each page of your document text.) You may number pages consecutively throughout the entire document, or you may number the different sections separately. (Page numbers are most helpful on the proposal, so you may omit them on the other items if you wish.)
- Please adhere to the word-count and page limits listed above. Note: The .pdf conversion process can cause some slight formatting changes. If your converted document exceeds the limit only slightly (but your original document did not), please do not be concerned.
- If you have difficulty with your upload, consult the FAQ/technical support (/programs/faq/default.aspx#tech) before contacting OFA HELP.

4) INSTRUCTIONS FOR UPLOADING YOUR DOCUMENTS:

https://ofa.acls.org/programs/chinapostdoc/uploads/?sid=slwk1FBqCo0IdmlHulHeT1TaQTTgv4DgTdfIl6VskYNFxhlm91z8RiO@1EmY1xZE5prmw...
Your items should be collated in this order—application essay, bibliography, applicant's statement, publications list—and submitted as one file.

Correspondence with Chinese contacts [if any] should be uploaded as a separate document.

Files will be accepted in the following formats **ONLY:** Microsoft Word (.doc or .docx), Text only (.txt), or Adobe Portable Document Format (.pdf). **Your file MUST include the appropriate extension** (e.g., ".doc"); if you are on a Mac, you will need to enter the extension as part of the file name.

The buttons below will allow you to upload your documents. You will be able to browse your computer system to select the file to be uploaded. When you have completed the upload, your file name should appear under "FILE UPLOAD STATUS" below as a blue link. You can confirm that the file has uploaded successfully by clicking on the blue link and viewing your file. Sometimes the process takes a little time: if your file name does not appear as a blue link, refresh the screen using the refresh button in your browser tool bar, or simply leave this screen and come back to it.

As long as your application is still "In Process," you can upload revised versions of your document by simply repeating the upload process and selecting the new/revised version. (This may have the same file name or a new file name.) When you click on "Upload Document" the revised version will be recorded and the old version erased.

**After uploading, please check your file to be sure it has uploaded successfully.**

**Application Essay, Bibliography, Applicant's Statement, and Publications List:**

NOT UPLOADED

**Correspondence with Chinese Contacts [Optional]:**

NOT UPLOADED
Before submitting your application, make sure you have

- answered all appropriate questions
- completed and saved all screens
- uploaded successfully your proposal and accompanying documents

We suggest that you view and/or print your application (/programs/chinapostdoc/print/?sid=VOXy0pvBPk2Nn6FIMj8lv63srj1bCmH86LfF@mu@uKSZ6@IW6mY1@AjnSCTvK1Hf19XtNsk45AsbjHEzRt2TseoEKil one last time before submitting it since no revisions are allowed after submission. Your view/print (/programs/chi sid=TYZE!yOv1PWedTQLXs16iHNylshQkarah2sUSgLsoAaK7F65EmLvt1EITv3ICLY9@nknv4u0CJMBBME8AURwZrToe1 copy should include your uploaded document. If it does not, click the OFA HELP button above for assistance.

*Please note that, by the application deadline, you must complete the REFERENCE LETTERS section in addition to su

An application that is submitted, but is not complete, will not be considered.
An application that is complete, but is not submitted, will not be considered.

I have completed the application, and would like to SUBMIT it for ACLS consideration.

SUBMIT APPLICATION