

Re-mapping the Renaissance: Exchange between Early Modern Islam and Europe

NEH Summer Seminar at the University of Maryland

June 13 - July 2, 2010

APPLICATION INSTRUCTIONS

The application begins by filling out the online cover sheet at <http://www.neh.gov/online/education/participants/>

Please fill it out online as directed by the prompts. When you are finished, be sure to click on the “submit” button. **Print out the cover sheet and add it to your mailed application package.** At this point you will be asked if you want to fill out a cover sheet for another project. If you do, follow the prompts and select another project and then print out the cover sheet for that project. Note that filling out a cover sheet is not the same as applying, so there is no penalty for changing your mind and filling out cover sheets for several projects. A full application consists of the items listed above, as sent to a project director.

Do not mail application packages to the NEH. Application materials sent to the NEH will not be reviewed. All application materials must be mailed to:

Adele Seeff
Director
Center for Renaissance & Baroque Studies
0139 Taliaferro Hall
University of Maryland
College Park, Maryland 20742

Your mailed application must be postmarked no later than March 2, 2010.

Should you decide to apply electronically, send one PDF containing all documents to crbs@umd.edu, with “NEH Application” as the subject line.

Your electronically submitted application must be received no later than March 2, 2010.

CHECKLIST OF APPLICATION MATERIALS

A completed application consists of three copies of the following items:

- a. the completed application cover sheet;
- b. a detailed résumé, or brief biography;
- c. an application essay as outlined below;
- d. two letters of recommendation as described below.

I. Résumé

Please include a detailed résumé or brief biography (not to exceed five pages).

II. The Application Essay

The application essay should be no more than four double-spaced pages. This essay should include any relevant personal and academic information. It should address reasons for applying; the applicant's interest, both academic and personal, in the subject to be studied; qualifications and experiences that equip the applicant to do the work of the seminar and to make a contribution to a learning community; a statement of what the applicant wants to accomplish by participating; and the relation of the project to the applicant's professional responsibilities.

Applicants to seminars should be sure to discuss any independent study project that is proposed beyond the common work of the seminar.

III. Letters of Recommendation

The two referees may be from inside or outside the applicant's home institution. They should be familiar with the applicant's professional accomplishments or promise, teaching and/or research interests, and ability to contribute to and benefit from participation in the seminar. Referees should be provided with the director's description of the seminar and the applicant's essay. Applicants who are current graduate students should secure a letter from a professor or advisor. Please ask each of your referees to sign his/her name across the seal on the back of the envelope containing the letter, and enclose the letters with your application.

NOTIFICATION PROCEDURE

Successful applicants will be notified of their selection on April 1, 2010, and they will have until April 10 to accept or decline the offer. Applicants who will not be at home during the notification period are advised to provide an address and phone number where they can be reached. No information on the status of applications will be available prior to the official notification period.

EQUAL OPPORTUNITY STATEMENT

Endowment programs do not discriminate on the basis of race, color, national origin, sex, disability, or age. For further information, write to the Equal Opportunity Officer, National Endowment for the Humanities, 1100 Pennsylvania Avenue, N.W., Washington, D.C. 20506. Or call, 202-606-8238; TDD: 202/606 8282 (for the hearing impaired only).

