

The US-SL Fulbright Commission



No 55 Abdul Caffoor Mawatha

Colombo 3

www.fulbrightsrilanka.com

011 256 4153

Official Grant Documents

- Sign and return original now
- Send a copy to IIE/CIES

In-Country Orientation

- 16th, 17th and 18th of November 2016
- Arrive a few days early
- Book a place through trip advisor (etc)
- ETAs and others can go to the Shangri-La (if you wish to)

Obtaining your Visa

- Send a scanned copy of your passport (and those of your dependents) to us.
- Fill in the form:
<http://www.immigration.gov.lk/web/images/stories/pdf/form/EntryVisa.pdf>
- Wait until we give the green light to send the form/passport to the Embassy in DC
- No visa fees required, send copy of your grant paper.
- Takes 3-4 weeks, send return postage.
- We will convert your entry visa into a residence visa after you arrive in Sri Lanka.

Travel

- You need to purchase a round-trip air ticket, on the most direct route and on economy class.
- Calculate the duration of the grant from the date of arrival in Sri Lanka.
- Adhere to Fly America regulations.
- Send me the fare quote and purchase only after you get the ok from us.
- We will reimburse you – discuss with Krishani

ETAs

- ETAs have a langue course built into their programme for a month after the PDO
- Let me know if you wish to share the bungalow that was used last year: <http://shangrilabungalow.com/>
- The Fulbright Commission pays for the first 20 hours of the course. You need to pay for the additional 10 hours, if necessary, out of your incidental allowance.
- Travel to the placements after the language course

PAYMENTS

- Settling-in allowance – One-time payment to meet the initial expenses
- Monthly stipend – Credited to respective accounts at the end of each month
- Dollar stipends of research scholars credited to accounts in the U.S.
- Incidental allowance – Hand over receipts for reimbursement preferably with an itemized statement. The allowance is for extra language training and project related work.
- Excess Baggage Allowance – Ship your belongings two weeks before departure and handover receipts for reimbursement (tied to report completion).

BANKING

- Our Bank is Hatton National Bank PLC (HNB)
- We recommend that you open an account with HNB
- Minimum deposit to open a Savings Account with HNB is Rs.2,000/-
- Account can not be opened until you get your residence visa
- Close your Account at the end of the grant
- Taking any savings back – talk to Krishani

Vacations and Leaving the Country

- Sri Lanka is one of the countries with the most number of public holidays in the world (approx 25 days for a year).
- On top of that Fulbright grantees are entitled to a two –week vacation .
- ETAs: this should be during the vacation time of you host institution.
- Others: can plan according to your research and teaching commitments
- The 2–week vacation is for travelling around the country, not for travel in the region or to return home ie not for overseas travel.
- If you need to travel out of the country (even for academic conferences or emergencies etc) you MUST contact Tissa and get his prior approval.
- At other times: you must inform us if you are planning to be away from your home/ your placement for more than two weeks. Your stipend will be adjusted.

Mandatory: Register with STEP

The Smart Traveler Enrollment Program (STEP) is a free service provided by the U.S. Government to U.S. citizens who are traveling to, or living in, a foreign country. STEP allows you to enter information about your upcoming trip abroad so that the Department of State can better assist you in an emergency.

STEP also allows Americans residing abroad to get routine information from the nearest U.S. embassy or consulate.

<https://step.state.gov/step/>

Medical Care

- Fulbright grantees are not entitled to Embassy medical facilities
- You can call the Embassy nurse if you need any guidance
- Insurance card not usually accepted by hospitals. So you need to pay in Sri Lankan currency and claim later
- Ask us if you need suggestions for doctors/hospitals

Internships, Affiliations, Volunteer Work and your Visa

- You cannot engage in any paid or unpaid work, except what is stated on your grant paper.
- You are on a residence visa sponsored by the Fulbright Commission.
- It cannot be used for work at other institutions.
- The visa cannot be extended to remain in Sri Lanka once your grant is over.

Other useful info...

- You can have your mail delivered to the Commission, but you need to come by and collect the mail.
- Parcels and packages: will be taxed. Label as “for personal use” and give a low value to the goods.
- We will give you a ride to your placement from your guesthouse. Please coordinate with Ramya. This is only at the start of the grant, not at the end.
- We will pick you up from the airport when you arrive.

Timeline

November :

Arrival – Orientation

Open bank account

Find housing

Obtain visa

November– Dec:

ETAs' Language course

Others go to placements

December :

Holidays (?)

Feb/March :

Review Conference for researchers – India

April :

Traditional New Year – holidays

Review in Sri Lanka – at the Commission

July/August

Begin preparing for departure

Complete all reports (baggage allowance will not be reimbursed until all reports are handed over)

Debrief at Fulbright Commission