

THE ISLAND INSTITUTE RESIDENT FELLOWS PROGRAM
APPLICATION PROCEDURE

APPLICATION FORM

The application form on the reverse side should be filled out and submitted with the other application materials. Formal education and degrees are not eligibility requirements, but should be listed if applicable. We ask answers to those questions so that we may know the nature and interests of the varied individuals who may be resident fellows.

WORK SAMPLE

A work sample must be submitted in the area of your primary interest. Please submit recent written work, either published or unpublished (ten pages of poetry, twenty of prose).

RETURN ENVELOPE

The applicant is required to provide a large, stamped, self-addressed manila envelope for return of application materials. Any special handling (insurance, etc.) should be considered when attaching postage to the return envelope. The Island Institute cannot assume responsibility for work samples in case of loss or damage.

SUBMISSION

All of the information requested on the application form must be submitted for your application to be considered. If letters of reference are to be sent separately, make sure your colleagues, teachers, or friends submit them by the deadline. Time may not allow us to contact applicants for omitted materials. Please submit **three (3) full copies** of all application materials, including your writing sample. Carefully check your applications before submission.

Applications are due at The Island Institute no later than April 15.

If you would like to have notification that we have received your application, please enclose a self-addressed stamped post card. Notification of applicants chosen for the program will take two to four weeks after the deadline.

Applications can be mailed to: The Island Institute
Resident Fellows Program
P.O. Box 2420
Sitka, Alaska 99835

If you use FedEx or UPS
the street address for delivery is 315 Seward St.
Sitka, AK 99835

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1. Name _____
2. Professional Name, if different _____
3. Current Address _____
_____ Phone _____
4. Permanent Address _____
_____ Phone _____
5. Occupation _____
6. Field of Creative Endeavor _____
7. Date of Birth _____ 8. Sex _____ 9. Citizenship _____
10. Attach a separate sheet, résumé, or curriculum vitae with the following information:
 - a. A list of education experiences, relevant dates, and degrees or certificates received.
 - b. A list of employers for whom you have worked, positions held, and dates of employment.
 - c. Publications by you.
 - d. Publications about your work.
 - e. Awards, grants, fellowships received (include residencies).
11. Indicate your first and second choices for the month you'd like to attend, If you can be flexible about when you might come, please let us know.
September ____ January ____ April ____ Flexible? _____

Please respond to items #12 and 13 in a cover letter or on a separate sheet.

12. Provide a paragraph or two describing your work plans for your stay in Sitka.
13. In addition to the one required community presentation, please describe other kinds of community activities you'd like to be involved in. Possibilities include:
 - a. presentations to school groups (specify level, elementary through college)
 - b. public readings/lectures/discussions
 - c. teaching a 2-3 day workshop
 - d. meeting with special interest groups
 - e. other appropriate activities (please specify and describe)
14. Please submit 3 letters of reference, two of which should be from authorities in your field. If you include an agent or editor, please identify this person's affiliation with you.