

## Getting Started

All applicants to The Met’s Fellowship Program must apply online through the following submission portal: [https://webportalapp.com/sp/met\\_museum\\_fellowships\\_arts](https://webportalapp.com/sp/met_museum_fellowships_arts)

After creating an account and logging in, all applicants must fill out the following “Profile” section. This section can be updated at any point throughout and after the application process.

### Profile

Personal Information

Mailing Address

Education

Professional Affiliation (if applicable)

After filling in the “Profile” section, applicants must fill out an application form and request letters of recommendation. Applicants may only apply for one fellowship type per application cycle. The only exception to this is the Fellowship in History of Art and Visual Culture, for which applicants may apply concurrently with the Leonard A. Lauder Fellowship and the Andrew W. Mellon Curatorial Fellowship. Applicants must check off each fellowship for which they are applying in the “Application Form.” Sections asking for required materials will then automatically populate. Required materials for each fellowship category in the application form can be found in subsequent sections of this document.

To request letters of recommendation, applicants must click on the “Letters of Recommendation” tab. Guidelines for adding recommenders and monitoring recommendations will be found on that page. We require three (3) letters of recommendation, at least one academic and one professional, none of which may be written by current Met staff members. *Applicants eligible to apply to more than one category of fellowship should submit three recommendations for EACH fellowship category.* Current fellows who are applying for a renewal of their fellowship must submit two (2) recommendations.

## Fellowship in History of Art and Visual Culture Application

**The deadline for all application materials, including transcripts and letters of recommendation, is the first Friday in November at 5 pm EST / 10 pm GMT. Late materials will not be accepted.**

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**Curriculum vitae** [document upload; no page limit]

**Project proposal – Upload as a single document in the following order:**

- A project proposal, not to exceed 1,000 words, specifying why The Met is uniquely suited to your fellowship objectives, what you wish to accomplish during the fellowship period, and how you can utilize the Museum's resources and collections to achieve your goals

- A tentative schedule of work to be accomplished during the fellowship period. If you are a postdoctoral fellow, please specify if you are applying for a term less than one year in length. [\[see sample below\]](#)
- A tentative schedule of travel required (maximum of six weeks) during the fellowship period [\[see sample below\]](#)

### **Tentative Schedule of Work – SAMPLE**

September–October	Conduct archival and collections research at The Met
November–December	Write Chapter 3 of manuscript while in residence at The Met
January–March	Write Chapters 4 and 5; compile remaining resources (Columbia, NYU)
April–May	Conclude U.S.-based research; conduct onsite research
June	Conduct research in major European collections
July–August	Write conclusion, edit; obtain image rights

### **Tentative Schedule of Travel – SAMPLE**

April	Three (3) weeks of U.S.-based research (e.g., Princeton, New Haven, Washington, D.C.)
June–July	Three (3) weeks of research in European collections (e.g., Berlin, Vienna, Basel, Cologne)

**Please provide a brief description of your proposed project. (25 words maximum)**

[\[See examples for how to format project descriptions here\]](#)

**Does your research require scientific analyses by the Department of Scientific Research staff and/or use of equipment within that department? If yes, your application will also be reviewed by Scientific Research staff based on the information you provide below. [\[If you select “yes,” provide explanation\]](#)**

**Does your research require examination and/or treatment by staff and/or use of equipment within any of the conservation departments? If yes, your application will also be reviewed by the conservation department's staff based on the information you provide below. [\[If you select “yes,” provide explanation\]](#)**

**Write a response of 250 to 500 words to one of the prompts below [\[short answer\]](#)**

- Some individuals have a background, identity, skill, or experience that is so meaningful they believe their application would be incomplete without it. If this sounds like you, then please share your story.
- The Met’s Fellowship Program is committed to fostering multiple perspectives that both expand and challenge our understanding of material and visual culture, contributing to a more inclusive, diverse, and equitable discipline. Tell us how your work and experience reflect and advance these values.
- Tell us how a recent or current crisis in your locality (or another locality) has shaped your thinking and describe how you have responded to it in your research or your professional and/or personal activities.

**Transcripts** – If you have not yet completed your PhD, you must upload a copy of your undergraduate transcript and graduate transcript. If you have transcripts from more than one institution for either category (undergraduate or graduate), please upload them as one combined file.

We are unable to accept files that are encrypted or protected, even if they were sent this way by your institution. Please print out the transcript, rescan it, and submit the new file in order for it to be uploaded with your application properly.

**Graduate transcript(s)** [document upload; no page limit]

**Undergraduate transcript(s)** [document upload; no page limit]

**Please list any other fellowships or grants for which you have applied in the same period.** [short answer; no word limit]

**IMPORTANT:** See the Fellowship in History of Art and Visual Culture Application Evaluation Rubric included below.

## FELLOWSHIP IN HISTORY OF ART AND VISUAL CULTURE APPLICATION EVALUATION RUBRIC

	Exemplary (3 points)	Satisfactory (2 points)	Weak (1 point)	SCORE
<b>Criterion A:</b> <i>Advancing The Met's DEIA Commitments</i>	Applicant's statement and proposal <b>substantially advance</b> sections 7 and/or 8 of the <a href="#">Museum's DEIA commitments</a> and <b>thoughtfully integrate</b> their academic interests, personal aspirations, and ability to think critically.	Applicant's statement and proposal <b>somewhat relate</b> to the Museum's DEIA commitments and demonstrate a <b>reflective and/or underrepresented perspective</b> .	Applicant's statement and proposal <b>do not relate</b> to the Museum's DEIA commitments.	
<b>Criterion B:</b> <i>Quality of Proposal</i>	Proposal is <b>cogently written</b> and poses significant research questions, a <b>persuasive argument</b> , and <b>logical methodology</b> .	Proposal has some faults but is <b>mostly clear</b> , offers a <b>unique perspective or methodological approach</b> , and is commendable for its innovations, passion and/or creative thought.	Proposal is <b>neither clear nor innovative</b> in its thesis, methodological approach, or theoretical perspective.	
<b>Criterion C:</b> <i>Significance to Field</i>	Proposed project makes a <b>significant contribution to the field</b> , builds upon previous scholarship, and presents a <b>timely topic</b> that the Museum should support.	The <b>potential of the project is strong</b> and could be improved with modest guidance.	Proposal offers <b>no new contribution</b> to the field and would require <b>significant restructuring</b> and/or guidance.	
<b>Criterion D:</b> <i>Feasibility and Relevance to The Met</i>	Applicant <b>convincingly demonstrates feasibility</b> of their project and methodology and <b>would benefit from specific Museum resources</b> (staff expertise, the collection, or libraries).	Applicant <b>reasonably demonstrates</b> the feasibility of their project as well as its general relevance to Museum resources.	Applicant <b>does not demonstrate</b> the feasibility of their project, and its relevance to Museum resources is <b>debatable or poorly articulated</b> .	
<b>Criterion E:</b> <i>Contribution to a Diverse and Inclusive Fellowship Cohort</i>	Applicant's background, education and/or previous experiences <b>reflect, engage, elevate, or otherwise positively contribute</b> to the Museum's commitments to antiracism, inclusiveness, a <b>stronger community and more inclusive cohort</b> .	Applicant's background, education and/or previous experiences <b>somewhat reflect</b> or contribute positively to <b>underrepresented communities, their representation, and their histories</b> .	Applicant's background, education, or previous experiences <b>neither reflect nor contribute to the Museum's commitments</b> to antiracism or a more inclusive community and cohort of fellows.	