

## Getting Started

All applicants to The Met’s Fellowship Program must apply online through the following submission portal: [https://webportalapp.com/sp/login/met\\_museum\\_fellowships\\_arts](https://webportalapp.com/sp/login/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 apply for up to two (2) fellowship types and must check off each one 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 who wish to apply to more than one category of fellowship should submit three references for EACH fellowship category. Current fellows who are applying for a renewal of their fellowship must submit two (2) recommendations.

## History of Art and Visual Culture Fellowship 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]

**How did you find out about our program? (check all that apply)**

- The Met website
- Email from The Met
- Faculty Welcome Reception at The Met
- Professor / advisor / mentor
- Another website
- Grants directory
- Other

**Help us with our goal to achieve greater diversity in our Fellowship Program by answering a few optional demographic questions. Your responses are voluntary, entirely anonymous, and not connected in any way to your fellowship application.** Please click link provided to access the questions. It will take you to an external site that is not connected to our application system.

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

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

	Strong (3 points)	Satisfactory (2 points)	Weak (1 point)
<b>Criterion A:</b> <i>Quality of Proposal</i>	Proposal is <b>clearly written and organized</b> . It poses <b>significant research questions</b> , makes a <b>persuasive argument</b> , and possesses a <b>logical and well-defined methodology</b> .	Proposal is <b>mostly clear and organized</b> . The research questions are mostly clear with salient supporting arguments, and <b>the methodological approach</b> supports the research questions.	Proposal is <b>unclear and disorganized</b> . <b>Research questions are not well defined</b> , and the <b>methodology weakly supports the research questions</b> or is unclear.
<b>Criterion B:</b> <i>Advancing Diverse and Inclusive Research</i>	Applicant's statement and proposal <b>significantly demonstrate a critical and/or underrepresented perspective</b> through academic interests, methodology, theoretical frameworks and/or personal aspirations.	Applicant's statement and proposal <b>mostly demonstrate a critical and/or underrepresented perspective</b> through academic interests, methodology, theoretical frameworks and/or personal aspirations.	Applicant's statement and proposal <b>demonstrates little or no critical and/or underrepresented perspective</b> through academic interests, methodology, theoretical frameworks and/or personal aspirations.
<b>Criterion C:</b> <i>Significance to Field</i>	Proposed project makes a <b>significant contribution to the field, builds upon relevant scholarship</b> , and presents a <b>timely topic</b> that the Museum should support.	The <b>potential of the project to contribute to the field</b> can be improved with modest guidance. The proposed project, <b>at times, references relevant scholarship</b> and is a topic that the Museum should support.	Proposal offers <b>no new contribution</b> to the field, <b>makes little reference to relevant scholarship</b> , 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 and methodology, and their relevance to Museum resources is <b>somewhat well articulated</b> .	Applicant <b>does not demonstrate, or weakly demonstrates</b> , the feasibility of their project and methodology, and their relevance to Museum resources is <b>debatable or poorly articulated</b> .
<b>Criterion E:</b> <i>Contribution to an Inclusive Met Community</i>	Applicant's education and/or experiences <b>significantly reflect, engage, elevate, or positively contribute</b> to the Museum's commitments to anti-racism <b>and an inclusive community</b> .	Applicant's education and/or experiences <b>somewhat reflect, engage, elevate, or positively contribute</b> to the Museum's commitments to anti-racism <b>and an inclusive community</b> .	Applicant's education and/or experiences <b>does not reflect, engage, elevate, or positively contribute</b> to the Museum's commitments to anti-racism <b>and an inclusive community</b> .