

## FAQs for Applicants to the AMNH Postdoctoral Fellowships Program

### APPLICATION SUBMISSION

#### **The internet links in the instructions do not open. What should I do?**

Copy and paste the link that does not open to a new web browser and press Enter.

#### **I filled in my application but I cannot access or upload my documents. What should I do?**

You will not be able to upload documents until you submit the completed online application form at Step 8. If you submit the application at Step 8 and still cannot upload your documents, contact us at [assistantdirector-rggs@amnh.org](mailto:assistantdirector-rggs@amnh.org).

#### **I received an email message that I am a “duplicate.” What does that mean and what should I do?**

That means your name appears in our system as someone who applied previously to a program at the Richard Gilder Graduate School. We will clear your record and notify you within 1-2 days that this is done. You will then be able to continue with your application.

#### **Do I need to submit a separate abstract for the special funding opportunities?**

Yes, if your proposal is related to the mission of any of the special funding opportunities, you are required to submit an abstract to support that specific fund; prepare every abstract, clearly titled, on a page and upload them as one pdf document.

#### **What additional documents can I submit in the “Supporting Documents” section?**

We will accept any documents that you think will support your application (e.g., publications), however, please do not submit a 3rd letter of recommendation.

#### **My research interests are related to only one of the Museum’s scientific divisions. Can I still apply?**

OR

#### **My research interests are related to two or more of the Museum’s scientific divisions. Can I still apply?**

Your interests can be related to just one or multiple divisions; check off the division(s) related to your area(s) of interest.

#### **My research interest is not related to any of the Museum’s scientific divisions. Can I still apply?**

Your research must be related to at least one of the Museum’s scientific divisions in order to apply.

**I'm interested in bioinformatics or computational biology. Can I apply for a regular AMNH Postdoctoral Fellowship or must I apply for the Gerstner Bioinformatics and Computational Postdoctoral Fellowship?**

If you meet the minimum requirements for the Gerstner Bioinformatics and Computational Postdoctoral Fellowship and want that to be the focus of your research, we encourage you to apply for that. Otherwise, you may apply for one of the Museum's regular Postdoctoral Fellows (related to one or more of the Museum's scientific divisions).

ELIGIBILITY

**Must I have completed my Ph.D. before I apply?**

No, but you will have to have successfully deposited your dissertation before you can start working as an AMNH Postdoctoral Fellow.

**The instructions say this is a two-year Fellowship, but can I apply for a one-year Fellowship instead?**

Yes, make that request clear in your application.

VISAS

**I am an international student studying for my Ph.D. in the USA on an F-1 visa. Can I use my OPT for the AMNH Postdoctoral Fellowship?**

AMNH can allow Postdoctoral Fellows to use their OPT and then apply for the OPT-STEM extension in some – but not all – cases. If your request cannot be accommodated, you will be required to apply for the J-1 visa.

**Can I apply for the H1B visa?**

No, that is not an option for AMNH Postdoctoral Fellows.

**I am in the USA and have applied for a green card but do not have it yet. What should I do?**

You may still apply for the AMNH Postdoctoral Fellowship, and if it is offered to you, you will work closely with the Museum to coordinate your visa status.

NEXT STEPS

**I submitted my application; how and when will I hear back?**

Candidates who are selected are generally contacted by March 15th

LETTERS OF RECOMMENDATION

**My reference is away and cannot submit the letter of recommendation by the deadline. What should I do?**

We must have your letters of recommendation by November 30 at the latest. If your recommender cannot make that deadline, chose another recommender to write on your behalf.

**Can I have an AMNH curator write a letter of recommendation for me?**

Letters should come from faculty or other experts beyond the AMNH curatorial staff.

**Can I submit a third letter of recommendation?**

No

**Did you receive my letters of recommendation?**

You can return to the online application document center, scroll down to document name where you will see if your letters have been received, however, you will not be able to view them.