



## 2021 Boren Scholar and Fellow Post-Program Checklist

All Boren Scholars and Fellows are required to fulfill certain post-program requirements upon completion of their overseas program. Completion of these requirements are due within 30 days of the overseas program end date. **Failure to complete the post-program requirements in a timely manner may result in the final disbursement being forfeited.**

### Post-Program Checklist

#### **Final Program Report**

- Complete the survey by [clicking here](#).
- Download a PDF of your responses at the end, and submit the PDF on the Boren portal. **Do not skip this step**; doing so will prevent your Boren advisor from being notified your report is completed and needs review.

#### **Complete Post-Program Language Test**

- Scholars in The Language Flagship Capstone Year program will receive separate instructions on completing the post-program language exam. Instructions below are for independent Boren Scholars and Fellows and FLI awardees only.
- To complete your post-program OPI test, visit the [LTI website](#) to schedule your test. Use the following login information when on the website:
  - Username: **iie**
  - Password: **fellow** (*it is case sensitive*)
- LTI can conduct language tests by cell phone and Skype phone, although landline connections are still recommended to ensure quality service. LTI will also report your test results to IIE directly approximately two weeks after the test is administered.
- If you are an **AFLI/SAFLI/IFLI/TURFLI** participant who is only overseas for the fall semester, you do not need to take the OPI test again. You will be asked to take an OPI test by your program administrator prior to departing your host country and can use that test score to meet this requirement.
- If you are an **AFLI/SAFLI/IFLI/TURFLI** participant who extended your stay for the spring semester, you are still required to take the post-program language test with LTI after your program ends.

#### **Verify your NSEPnet Account Information**

- NSEPnet accounts are created in batches by program end dates and you will be notified by IIE once you have been granted access. An automated email with your login credentials will be sent to your primary email on file. This should be

the same email address you use to login to the Self-Service portal.

- As a Boren Scholar or Fellow, you have agreed to fulfill a service requirement with the federal government after successful completion of a Boren-funded program. As part of this opportunity, you are required to login to [NSEPnet](#), an on-line resume database, to verify your personal information once you have returned to the U.S. and your account has been created by IIE.
- If you are not graduating immediately after the award period, you must post and activate your resume on NSEPnet a year before you graduate.
- For those graduating within a year of completing your Boren program, please activate your resume on NSEPnet as soon as you return to the U.S. but not before. **NSEPnet should not be accessed while overseas.**
- For further information on the service requirement, see the NSEP Service Agreement for Scholarship and Fellowship Awards and the NSEP Terms and Conditions.
- Upon your return, should you have questions regarding NSEPnet or your service requirement, email [nsep@nsep.gov](mailto:nsep@nsep.gov) for assistance from a dedicated NSEP Service Team member. **NSEP should not be contacted while overseas.**

*All of the above requirements are due within 30 days of your overseas program end date. Failure to complete these requirements in a timely manner may result in the forfeiture of your final disbursement.*

### **Additional NSEPnet Instructions**

1. **To Verify Personal Information** - You are required to verify your personal information (including: address, phone, and e-mail).
  - Click “Resume Builder” tab.
  - Select “General Information.
  - Make any corrections to your general information. At this time, it is only necessary to make corrections to your permanent and present information (including: address, phone, and e-mail).
  - Click “Update” to save your information on each page and “Next” to move through the screens.
  - Put a check in the box after “I have verified the basic data listed above” by clicking in the box and then click “Submit.”
2. **To Enter and Activate Resume Information:**
  - Click “Resume Builder” tab.
  - Select “General Information”, make any additions/corrections, click “Submit General Information”.

- Select “Education Information”, make any additions/corrections, click “Submit Education Information”.
- Select “Experience Information”, make any additions/corrections, click “Submit Experience Information”.

- To view your resume, click “View Resume” under the “Resume Builder” tab.
- Review resume for accuracy and make any changes by following the steps above.
- If your resume is complete and free of technical errors, you can click “Yes” at the bottom of the page. If there are changes you need to make, click “No” and you will be directed back to the Resume Builder. You can also print your resume by clicking the link at the bottom of the page.

*Note: You should update your resume frequently after activation.*

3. **To Update Job Search History Log** - To be considered for a full and good faith effort, you must document all job search activities
  - Click “Record Job Search” under the “Job Search” tab.
  - Follow instructions given to add a job application or make general comments about your job search efforts.
  - You can view your Job Search History by clicking “View Complete History” on your Homepage or by clicking the “Record Job Search” tab.