



KAUST GLOBAL FELLOWSHIP PROGRAM

APPLICATION FORM WITH PlutoEdu – QUICK GUIDE

The KAUST Global Fellowship Program is accepting applications annually between:

July 1st and January 15th

Please follow the directions and submit your recommendation letter **within two weeks** of receiving the relevant email to enable us to evaluate the application.

You must sign up to the PlutoEdu platform to access the system if you are:

- RECOMMENDER (REFEREE), to upload a recommendation letter.
- POSTDOC APPLICANT, to complete the Fellowship Application.

If you are an applicant, please download the relevant PlutoEdu registration guide for applicants found at: <https://kgfp.kaust.edu.sa/how-to-apply>

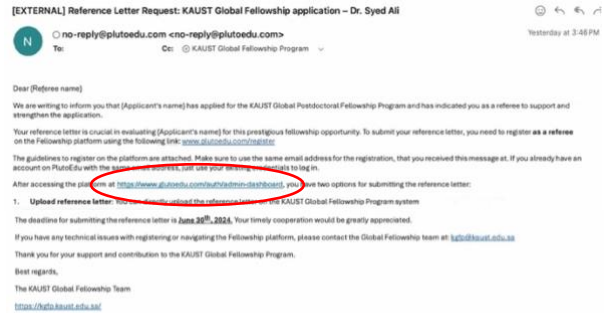
RECOMMENDER (REFeree) REGISTRATION PROCESS

Registration is mandatory to provide a recommendation letter for an applicant.

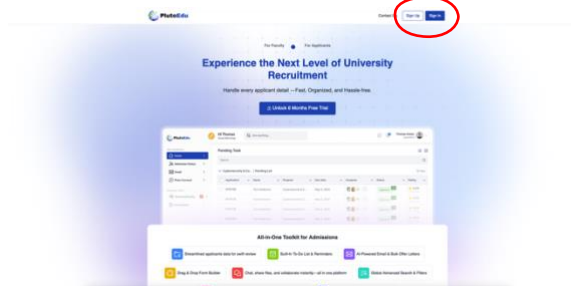
For any technical issues please contact: kgfp@kaust.edu.sa

Step 1. You are asked to upload a support letter for an applicant. From the notification email click the link:

<https://www.plutoedu.com/auth/admin-dashboard>



Step 2. Create an account on PlutoEdu or Sign In if you already have an account.



Create your account

Already have an account? [Sign In](#)

First Name Last Name

E-Mail

Password

Verify your email

Enter Verification Code

Resend OTP (30 sec)

Verify

By registering you agree to our [Terms of Use](#) and [Privacy Policy](#).

Step 3. Personalize your account (mandatory to access the recommender dashboard). Select the **RECOMMENDER** option, complete the required fields and steps to access the dashboard.

** You must register or sign in using the email address provided by the applicant (the one you received the email notification at). Do not register as Faculty Member, this option is reserved only for KAUST Faculty.*

Let's personalize your experience!

What is your purpose of using PlutoEdu?

- ☐ Student - Learning for Knowledge
- ☐ Student - Applying for University Admission
- ☐ Professor Applicant
- ☐ Faculty Member
- ☐ University Staff - Administrator
- ☒ Recommender (Writing a Recommendation Letter)

[Continue](#)

Let's personalize your experience!

Firstly, Tell us your Institution name *

Degree * Year of Completion *

Your Degree Your Year of Completion

Where are you currently based?

Your Location

[Complete your Onboarding](#)

Step 4. Complete the provided form and upload your recommendation letter at the respective field.

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