- **Not being a Citizen or a legal Permanent Resident of an active OAS Member State**
  To verify eligible countries, please see the list of OAS Member States.

- **Submitting incomplete or false documentation**
  This checklist will help ensure you include all required documents.

- **Applying without having considered the financial, personal and employment implications of accepting a scholarship to study abroad**
  If you are selected, accepting this scholarship will imply making decisions such as, leaving your country for 2 or 4 years (depending on the degree program), resign from your job (or requesting leave), **securing additional funds** to pay for the expenses not covered by the scholarship, leaving behind family and friends for the duration of the program of study, and committing to return to your country upon completion of the studies in Brazil.

- **Applying to a master's or doctorate without having concluded undergraduate studies**
  In order to be eligible it is necessary to have fully completed undergraduate studies before the application deadline, and thus have obtained a bachelor's degree (or its equivalent). If your diploma is being issued, you may attach a certificate issued by your university, confirming that you have completed all program requirements (including submission and defense of graduation papers/exams, if applicable) and the expected date in which the degree will be officially awarded. If you do not comply with these requirements until after the application deadline, you are not eligible to apply in this scholarship cycle.

- **Apply for a program that is not compatible with the professional interests of the applicant.**
  Applicants must read the full description of the program they want to apply to ensure that the study area meets their objectives and career interests. Neither the OAS nor the GCUB will be responsible if the research interests of the scholarship recipient are not compatible with the host university.

- **Typing personal/contact information erroneously in the application form**
  (Names, email, telephones, address, etc.) Regarding email, we recommend using a personal (non-institutional) account that you check regularly. Regarding telephone numbers, provide one where you can easily be reached and include area codes (country area code + local area code + telephone number). Additionally, take into account that if selected, the university will send you the original admission letter at the domicile indicated in your application form; thus, if you have a temporary address, we recommend you provide the domicile of a family member with a permanent address.

- **Submitting several application forms**
  Please do everything possible to send your complete application only once. Before submitting the form, make sure to have typed your information correctly, scanned all required documents and compiled them into **1 single PDF** no more than **5MB** in size. We encourage you to research free online resources that allow you to convert, compile and resize PDF files.

- **Sending letters of recommendation without a signature**
  Make sure all your recommenders sign their letters before scanning them. It is always preferable that they write their letters on institutional/official letterhead, and if possible include the institutional seal, and contact information such as telephone number and email address.