

Bates College

Graduate Fellowships Committee

Scholarship and Fellowship Guide

2004 – 2005

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Graduate Fellowships & Scholarships Homepage:

<http://www.bates.edu/scholarships-and-fellowships.xml>

About Grants and Grantsmanship:

“Grant” is a generic term, used to describe money awarded to an individual or institution for some specific purpose. It is often used interchangeably with the words *award*, *fellowship* and *scholarship*.

“Grantsmanship” is another generic term. It is defined in dictionaries as “the art of obtaining grants,” even though only a small percentage of applicants succeed in their pursuit of any given award.

Why Should I Consider Post-Baccalaureate Award Competitions?

You may be asking yourself, “If only a small percentage achieve their goal, why do so many apply?” And more specifically, “What’s in this for me?”

Benefits of the grantsmanship process are many, regardless of outcome, and often subtle. Aside from the tangible benefit, one of the more subtle rewards is the opportunity you gain to formulate and narrate your life goals for an audience.

What is the Purpose of this Guide?

This Guide contains information on **specific major scholarships and fellowships** available to **Juniors and Seniors** considering post-baccalaureate education. Contingent on the sponsoring body’s mission, they may be used for graduate or **professional education, independent research projects, teaching assistantships**, and occasionally, **travel**.

The **Bates College Graduate Fellowships Committee** is comprised of faculty whose mission is to offer **guidance and support to current students and alumni** interested in applying for the major awards listed below:

For Seniors:

British Marshall Scholarship

Website: www.marshallscholarship.org/

Foundation’s Application Deadline: October 1, 2004

Rhodes Scholarship

Website: www.rhodesscholar.org/menu.html

Foundation’s Application Deadline: October 4, 2004

George J. Mitchell Scholarship

Website: <http://www.us-irelandalliance.org/scholarships.html>

Foundation’s Application Deadline: October 10, 2004

Fanny & John Hertz Fellowship

Website: <http://www.hertzfdn.org/>

Foundation’s Application Deadline: October 29, 2004

Fulbright Fellowship

Website: [http://www.iie.org/FulbrightTemplate.cfm?Section=U S Student Program](http://www.iie.org/FulbrightTemplate.cfm?Section=U_S_Student_Program)

Foundation's Application Deadline: October 21, 2004

Paul & Daisy Soros Fellowship

Website: <http://www.pdsoros.org/>

Foundation's Application Deadline: November 1, 2004

Thomas J. Watson Fellowship *

Website: <http://www.watsonfellowship.org/site/index.html>

Foundation's Application Deadline: November 2, 2004

** All inquiries regarding this fellowship should be directed to the campus liaison officer:*

Nancy Kleckner, Biology Department, 22 Coram Hall; Telephone: 207-786-8201;

Email: nkleckne@bates.edu

Andrew W. Mellon Fellowship

Website: <http://www.beineckescholarship.org/>

Foundation's Application Deadline: December 1, 2004

Gates Cambridge Scholarship

Website: <http://www.gates.scholarships.cam.ac.uk/>

Foundation's Application Deadline: Various January 2005, check website

James Madison Memorial Fellowship

Website: <http://www.jamesmadison.com/>

Foundation's Application Deadline: March 1, 2005

Jacob K. Javits Fellowship

Website: <http://www.ed.gov/programs/iegpsjavits/index.html>

Foundation's Application Deadline: October 8, 2004

Jack Kent Cooke Fellowship

Website: http://www.jackkentcooke.org/jkcf_web/home.aspx?Page=Main

Foundation's Application Deadline: April 1, 2005

National Science Foundation Fellowship

Website: <http://www.ehr.nsf.gov/dge/programs/grf/#sched>

Foundation's Application Deadline: various, check website

Ford Foundation Fellowship

Website: <http://www7.nationalacademies.org/fellowships/fordpredoc.html>

Foundation's Application Deadline: November 17, 2004

For Juniors:**Barry M. Goldwater Scholarship**

Website: <http://www.act.org/goldwater/>

Foundation's Application Deadline: February 1, 2005

Harry S. Truman Scholarship

Website: <http://www.truman.gov/>

Foundation's Application Deadline: February 7, 2005

Beinecke Brothers Memorial Scholarship
Website: <http://www.beineckescholarship.org/>
Foundation's Application Deadline: March 1, 2005

It is important to know up front that there are many other funding opportunities available. We cannot include them all, and the Graduate Fellowships Committee has chosen to focus on the ones detailed inside.

There are many grants (i.e., Philips, Barlow, Otis) available to you during your **Bates undergraduate career**. Some are administered by the Dean of Students' Office, others by the Dean of Faculty's Office. For a complete listing and contact information, please refer to the **Student Research and Service Learning Support** webpage at: www.bates.edu/Research-grants.xml.

Also, the **Office of Career Services** is a wonderful resource for information on both **undergraduate and postgraduate education and funding**. Their staff has print and online means to aid students in identifying all kinds of awards. If you are interested in learning more about competitions other than the ones described within, please contact them:

Bates College Office of Career Services
31 Frye Street
Lewiston, ME 04240
Telephone: (207) 786-6232
Fax: 786-6126

Academic Year Hours:

Monday, Tuesday, & Friday 8:00 a.m. to 4:30 p.m.
Wednesday & Thursday 8:00 a.m. to 8:00 p.m.

Academic Year Drop-In Hours:

Tuesday from 8:00 a.m. to 12:00 p.m. and from 1:00 p.m. to 5:00 p.m.

Summer Hours:

Monday through Friday 8:00 a.m. to noon, 1:30 p.m. to 4:30 p.m.

What Does the Application Process Entail?

Applying for any scholarship or fellowship requires **careful thought, advance preparation, attention to detail, patience and a willingness to learn**. You should:

- **Consider your goals** — Are you positive you wish to attend graduate school right away? If so, to what end? Selection committees wish to see a significant degree of thought reflected in your writing. Figuring out **what** you want to do, and **why**, will help you shape ideas that will demonstrate a project's viability and feasibility.
- **Evaluate your suitability** — Gather as much information as you can about an award's requirements. Determine whether you truly meet those **selection criteria**.
- **Define your priorities** — Identify opportunities that have the most potential given your **experience and aspirations**. Focus on your energy on a few choice ones. A well-constructed application is far more likely to be successfully than many pulled together hastily.

- **Adhere to a timetable** — Applying for a scholarship or fellowship, just as in applying for a job, requires you to accept the basic tenets of our society, one being that **deadlines are firm**. You can't set your own rules or dictate the pace; rather, you must faithfully conform to pre-existing standards and expectations.
- **Periodically self-assess** — Learn to step back and look at your work as another might. Approach it from **different perspectives**, try to be **objective**, and don't be afraid to ask for **feedback** from people who may be knowledgeable in a specific area.
- **Research thoroughly** — Quickly scanning a foundation website is not enough. Wander through it at length, over time. **Gather as much information** as you can about requirements and your compatibility with them. **Pay particular attention** to written instructions, question and answer sections, and information on previous recipients.
- **Budget your time** — The last few semesters of college are especially hectic, as you may be applying for graduate school, involved in extracurricular activities, evaluating job prospects and writing a thesis. Your **time** should be **carefully balanced**; don't spread yourself too thin and shortchange any one area.
- **Craft superior essays/proposals** — Grants are merely a means to an end. Look beyond your qualifications... selection committees also want to hear your express **sincerity** and **enthusiasm** about the proposal.
- **Assemble all appropriate supporting documents** — It is often said that 'the devil is in the details.' Understand that lacking even one critical item like a passport photo, official transcript, portfolio, curriculum vitae or letter of recommendation may be enough to cast you out of the running. **When assembling materials, check them carefully several times.**
- **Interview appropriately** — The interview process is complex. You will be expected to present yourself appropriately in terms of dress and bearing, have thorough knowledge of the subject, answer questions clearly and confidently, and perhaps even think 'outside the box.'
- **Be yourself** — There is no formula that will guarantee success. However, one guiding principle will ensure you reap maximum benefit from the application process: **honesty**. Find **your own voice**; tell the committee **what you hope to do**, rather than **what you think is expected of you**. This pertains to written materials as well as the interview.

In short, you must invest yourself **fully** in the process.

Which Scholarships or Fellowships Are Right For Me?

Each scholarship or fellowship is unique in terms of **guidelines**, **application process**, and **selection**. Some questions to look for:

- Do you need to be formally nominated by your undergraduate institution?
- Is there a limit on the number of students who may apply from any given institution?
- Are only specific fields of study supported?
- Is the award tenable only at certain institutions?
- Are there citizenship, residence or ethnic origin requirements?
- Do you need to show proof of admission to a graduate education program?

- Must you have an affiliation with an organization or institution in a foreign land?
- Do you need to take the GRE or other standardized tests and provide those scores?
- Must you demonstrate financial need?
- Is there a mandatory service requirement?

When studying selection criteria, you need to keep in mind that these are national (and sometimes international) competitions. As such, the candidate pool will be formidable. Anyone interested in these major awards should have demonstrated most or all of the following traits:

- superior standards of intellectual ability
- scholastic achievement (typically a cumulative GPA of 3.5 or better)
- leadership ability
- commitment to service
- artistic and/or athletic prowess

It also helps to make a written list of awards that mesh with your objective and for which you are eligible. Then rank them in order of suitability to your goal. When you create this “short list,” pay close attention to practical concerns that may entail work well before an actual deadline.

If, after you’ve done your homework, you still question your suitability for a specific scholarship or fellowship, please consult a member of the Graduate Fellowships Committee prior to embarking on the application process. We see a number of candidates over a period of years, and generally have a good idea whether any given individual will be competitive. You will also be required to meet with the committee liaison in Academic Services, as she will help you coordinate your materials.

What’s involved in the application process?

Components

Despite their differences, competitions generally have a core set of common components.

- Application form
- Essays and/or proposals
- Letters of recommendation
- Official undergraduate transcripts

Additionally, certain competitions may require some or all of the following:

- Curriculum vitae (Résumé)
- Photographs
- Passport
- Birth certificates
- Creative portfolio
- Foreign language reports
- Standardized test scores
- Physical exam
- Proof of sponsorship
- Letter of acceptance from a graduate institution
- Sponsorship affiliation from an organization/institution

The Application

Most applications are now available for completion online, either through the sponsoring foundation's website, or through contracted service from Embark.com. Still others are downloadable as Adobe Acrobat or Microsoft Word files.

The application form (required by all competitions listed herein) solicits basic biographical information, and is generally the first piece of information reviewed by a selection committee. Therefore, it is important to **answer each question thoroughly and succinctly**, paying close attention to **grammar and spelling**. Read it aloud to determine cadence, tone and style. After you complete a draft of the application, print a copy and distribute it to several people whom you know well and who will feel comfortable proofreading the information.

Neatness counts! Application materials should always be typed and professional. Some competitions even require the use of specific fonts or font sizes, so pay close attention to the fine print in instructions.

Many competitions require you to submit an original set of materials, as well as photocopies. Collate and fasten materials securely as specified (for example, the instructions may dictate use of paperclips rather than staples). Check the photocopies to make sure all pages are included, and that they too are clean and legible... machines make mistakes too. Sloppiness can and may be held against you by a selection committee.

Transcripts

Transcripts provide a record of your college academic career and current academic and disciplinary standing. As such, they are a vital part of the application package.

All the competitions listed herein require that you submit an **official** college transcript, i.e., one issued by the Registrar's office and sealed inside an envelope with the stamp over the flap. A transcript stamped "issued to student" and provided without such an envelope is not considered an official one.

If you studied elsewhere during your Bates undergraduate career (including Junior Year Abroad), obtain an official copy of those transcripts from the pertinent institution(s). While credits may show on your Bates transcript, letter grades received elsewhere may not.

Be sure to allow any registrar's office **ample time** to process a transcript request: 4-6 weeks is acceptable, 6-12 weeks is even better, especially in the case of foreign institutions where mail delivery may be slower. Once you have made the request, be sure to check back every two weeks. Things can and do become misplaced, and it's a shame to complete all the work on your part of the application, just to discover your transcripts didn't arrive as expected.

Many institutions now allow students and alumni to order transcripts online. Others require written requests.

Proposals and Essays

It cannot be stressed enough— **your writing is THE most important part of your application**. It is also the only aspect a candidate controls entirely.

It probably goes without saying (although we'll say it anyway) that this component of the application is the one people find to be the most intimidating and difficult. Hopefully, by the time you're done, it will also be the most rewarding.

Proposals

While an extensive background or high level of expertise is not always necessary in order to craft an inspired proposal, some preparation and experience in the field may be required. Don't just pull an idea out of a hat! Think it through carefully, and discuss it with mentors to see if it sounds **feasible and well-grounded**.

There are basically two types of proposals for the awards mentioned within this guide:

- **Study/research proposals** are perhaps the easiest for most candidates to write. They should be objective, methodical and clearly answer questions like "What do you plan to investigate?" "What preparations have you made?" "Why should the chosen institution invest in your inquiry, and what unique advantages does a relationship with you offer? and "What will be the measurable benefit of this work?"
- **Travel proposals** should clearly reflect your awareness of the benefits and potential difficulties of living/working/studying abroad. Do your homework regarding the area's customs, conditions and regional uncertainties. Don't hesitate to mention alliances already forged, or mention any contingency plans if your intended destination is at all volatile. Showing your adaptability and resourcefulness will only strengthen your case.

A proposal should answer the basic questions:

- Who?
- What?
- When?
- Where?
- How

and most importantly...

- Why?

Detective work will only strengthen your stance. Use every resource you can find— here at Bates, in local public libraries, through personal connections, professional networks and on the Internet. It never hurts to learn who teaches what and how their research relates to your plans. Remember... you need to convince a selection committee that your project has as much relevance to them, and to society as a whole, as it has to you!

Essays

Essays are essentially an extension of you— **past experiences, current skill set, values, ongoing interests and future ambitions**.

Many foundation websites have examples of past essays posted. Take the time to read them, and get a 'feel' for what was obviously successful. Also, the Graduate Fellowships Committee may know of faculty members on campus who have experience with a particular award, and can arrange for you to connect with that individual.

In essence, **what you write will be your window of opportunity to reach the selection committee**. It is your introduction, and should make a favorable impression, not just reiterate information already contained in a résumé or transcript. Again, read the instructions provided by the specific foundation.

Personal statements should reflect your **background, experiences and point of view**. Focus on your **growth and development**. Don't be timid about allowing the reader to get a glimpse of your **passions and concerns**. Ask yourself often, "Is my voice coming through clearly?"

Give essays and proposals alike serious thought, just as you did your college admission statement or your favorite class assignment. Share ideas with faculty in your department, advisor and peers. Ask them for feedback... not just in the initial stages, but throughout the redrafting process. Listen, respond and don't become defensive when presented with criticism.

Use concrete examples to drive your point home; instead of telling the selection committee you're passionate about a subject, show them by **sharing experiences**. Avoid generalities! Instead, **personalize your words**. Identify your **strengths** and **relate them** to your proposal.

Most essays and proposals have a finite word limit, depending on the application. **You must adhere to them**. Don't make a committee have to choose between you and another candidate on the basis of who followed instructions and who did not.

Recommendations

Letters of recommendation are required for each of the major fellowships and scholarships, although the number varies depending on a foundation's requirements. They are essential as they **authenticate and support** claims you make in your application.

Select recommenders carefully. Some awards mandate that all letters be from an academic source: faculty members, deans, administrative personnel, tutors, coaches or supervisors at your institution. Others ask for personal as well as academic references. The latter may come from employers, civic or governmental leaders, professional or volunteer affiliates. If the focus of a grant is academic, recommenders should be able to discuss your intellectual ability, achievements and future promise. Personal references may address scholastic record, but generally focus more on your activities and character.

It is important to choose trustworthy individuals with whom you've had prolonged or consistent contact, as it is assumed they have a vested interest in your future. For those writing academic letters, it is preferable that the contact took place in multiple classroom situations or in an advising capacity, rather than one course you took with 79 other students the first semester of your first year.

Roommates, friends and family are usually not good sources of recommendations, unless they can be counted on to objectively assess your performance and character. Likewise, letters from high school contacts should be avoided, unless they are individuals with whom you have remained in close touch.

All references should ostensibly speak to your personal suitability for the particular competition.

Be **straightforward and courteous** when requesting a letter of recommendation. **Talk to potential writers early in the application process**. After they agree to your request, follow up with a **written note or email** that thanks them for their service in advance and **once again mentions the deadline**.

Be sure recommenders know to whom they should address their letters, in what format they are expected (email, electronic submission via a website, print), and where to send them. It is also a courtesy to include stamped, addressed envelopes for their use if print is required.

A common mistake made by applicants is that they ask for letters of recommendation, yet fail to provide the writer with pertinent data on the competition itself. When approaching someone to pen a letter on your behalf, make sure you provide them with a comprehensive packet of hard copy materials printed from the website, along with a copy of your application, your curriculum vitae and draft essays/proposals.

If you find yourself applying for multiple awards and asking the same people to write more than one letter, ask them to **tailor each one for the specific goal**. Thank them for the extra effort.

As time passes, check with your recommenders on a regular basis. Ask if they need additional information. **Follow-through is KEY.**

The Privacy Act of 1974 allows you to access and control certain materials in your college files in the United States, including recommendations. You have the right to read them unless it is waived via your signature. Many competitions include a waiver on the forms provided to recommenders, so check to see if you need to sign anywhere before relinquishing the document to them.

While we cannot advise you to either waive or not waive your right to recommendations, we can share this:

- Many individuals will not agree to write a recommendation unless it is kept confidential.
- Recommenders who do agree to write a letter, knowing it will be read by the candidate, may feel constrained and dilute both the contents and tone.
- It is always best to discuss the waiver with your recommender and to reach a mutually acceptable decision.

Campus Interviews

It is the policy of the Bates Graduate Fellowships Committee to assess all applications. A decision is then made whether to support the candidate moving forward in their pursuit of an award. Most fellowships and scholarships require finalists to attend at least one interview. Prior to that, on-campus interviews with the Graduate Fellowships Committee are scheduled through Academic Services.

Each candidate is required to submit all application materials to Academic Services by the deadline noted in the Graduate Fellowships Calendar. They are then copied and submitted to committee members for their perusal.

Interviews are informal, conducted at the convenience of both student and committee, and last approximately 30 minutes. Candidates who are off-campus may arrange for teleconference interviews. During an interview, the committee will ask questions, challenge your stance, provide feedback and generally assist you in fleshing out your application. There is no way to anticipate every question, so just be yourself.

Once candidates complete the interview process, they are expected to submit a **revised, final draft** of their essays/proposals to a designated committee member for approval. **This deadline, like others mentioned elsewhere in the guide, is ABSOLUTE.**

The Writing Workshop

It is recommended all students pursuing graduate study awards avail themselves of an important resource right here on the Bates campus: the **Writing Workshop**. Its professional staff has a multitude of tools available to help you as you proceed with the writing process, including one-on-one writing tutorials.

You can either phone or stop by the office to make an appointment. Tutors can help you generate ideas, organize thoughts, develop and support an argument, evaluate and revise drafts, improve clarity and build editing skills. However, be clear that their investment is in making YOU a better writer... not in providing a quick fix, writing on your behalf, or serving as a proofreader.

The **Writing Workshop** is located at **53 Campus Avenue**, across from **Chase Hall**. They may be contacted by phone at **(207) 786-6159**.

Fall & Winter Hours

Monday & Tuesday: 9:00 a.m. – 12:00 p.m.
1 p.m. – 5 p.m.

Wednesday: 9:00 a.m. – 12:00 p.m.
2:00 p.m. – 5:00 p.m.

Thursday: 9:00 a.m. – 12:00 p.m.
1:00 – 5:00 p.m.
6:00 – 9:00 p.m.

What Will I Obtain From The Application Process?

If you're fortunate enough to be awarded a graduate education scholarship or fellowship, you will be allowed to pursue a dream. Make the most of it!

Like many things in life, the grantsmanship process is cumulative— future applications will be easier now that you know what to expect. And if you've been successful once, you will carry a proven track record forward.

Selection committees often review hundreds, if not thousands of applications each year. While they do their best to make careful choices, subjective considerations can and do come into play. Understand that decisions are unpredictable, and that there are many other qualified candidates in the pool.

If you are not successful the first time around, be sure to investigate the possibility of **reapplying** for an award at a later date. **Many opportunities are available to those already pursuing graduate education, as well as those starting out.**