

2021 Duke Marshall Recommendations

Congratulations! You have been asked to recommend a student for a highly competitive national scholarship. This is both an honor in that you are mentoring an ambitious and promising student, and a responsibility in that you likely wish to write a letter that can help your student stand out from a pool of other highly promising young people.

Please note:

- ❖ You are *never* required to write for a student. Please only write for those students for whom you believe you can make a good case.
- ❖ All students have waived their rights to see your letters.
- ❖ It is against NCS-OUSF policy to accept letters originally authored by students. We need the letter to be from you.

At any time in this process, from brainstorming the first draft to finalizing your letters, we are delighted to help. We are most available during the early part of the summer, but we do our best to prioritize our letter writers.

Please contact ncs-ousf@duke.edu.

Marshall Scholarship Recommendation Process

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|-------------------------------|--|--|------------------------|
| Criteria | <ul style="list-style-type: none"> ❖ Academic Merit <ul style="list-style-type: none"> ➢ Is the proposed academic program appropriate? And high quality? ➢ Is there a compelling reason for study in the UK? ➢ Is the student prepared for graduate school? Evidence? ❖ Leadership Potential <ul style="list-style-type: none"> ➢ Can they deliver results? ➢ Evidence of their impact on other people? ➢ Strength of purpose ➢ Creativity and innovation ❖ Ambassadorial Potential <ul style="list-style-type: none"> ➢ Knowledge of US-UK relations, particularly in academic field ➢ Evidence of engaging with people outside their peer group ➢ Do they appreciate the needs of others? | | |
| Endorsement Required | Yes. This is a multi-stage process | | |
| Length | 1000 Words | | |
| Number of Recommenders | 3 total: One Preferred Academic Recommender (usually in the field they plan to study), One other Academic Reference, One Leadership Reference (can also be an academic, but must speak directly to leadership) | | |
| Application Stages | Stage | Description | Deadline |
| | Consultation | In April, we offer to meet with students who are applying for a UK award to discuss their candidacy | April 9 |
| | Endorsement | NCS convenes a faculty committee to decide which applications will go forward in a given year | August 1 |
| | National Foundation Submission | Once endorsed, your student will let you know their status and you will send your final letter to ncs-ousf@duke.edu NCS submits for you | September 20 |
| | Scholars Named | | Late November-December |

FAQs

If my student is applying to multiple scholarships, how many letters must I write?

For the Consultation/Endorsement Stages: We only want one letter per student from you. If your student is endorsed, you can use that initial letter as a draft for your other letters, which will speak directly to the criteria of the particular scholarship.

Where do I submit?

For the Consultation/Endorsement Stages: submit to ncs-ousf@duke.edu

For the Foundation Stage: Please send the final edition of your letter to ncs-ousf@duke.edu, we must submit through our portal. We do not need letterhead or a signature. You should keep a copy on file. Should the student win, we will need to send a signed letter on letterhead to the UK.

Who do I address the letters to?

For the Consultation/Endorsement Stages: NCS/Duke Endorsement Committee

For the Foundation Stage: The Chair and members of the Marshall region to which your student is applying OR “Marshall Selection Committee Members”

What is the difference between an Endorsement stage letter and my letter for the foundation?

The letter to the Duke committee is essentially a draft of the final letter you will use to send to Marshall. It should be *explicit* about how this student stands out at Duke. The aim of the letter is to tell us why we should support this student’s application for Marshall and/or the other scholarships. How do you see their fit? Can you compare them to other great Duke students—undergrads, alumni or grad?

How will I know whether a student is endorsed?

Students will be instructed to let you know as soon as they have been endorsed. Endorsements are usually made by NCS during the end of the second week of class in the fall semester.

Things to keep in mind?

Always remember the adage, “Show don’t Tell.”

Readers at the national level have many letters to read in a short period of time; be sure to highlight your key points early in the letter, if you can.

What should the letters contain?

- ❖ Tell the story of the candidate from YOUR point of view.
- ❖ How do you know the student?
- ❖ What is outstanding about their scholarship, leadership, and/or character?
- ❖ Could you tell us a story about a time the student impressed you?
- ❖ How does their study plan fit into their future ambitions?
- ❖ How does this student compare to other students you know? For instance, is the student in the top 10% of students you have taught, or are even the best in your teaching career?

What details should I add to the foundation letter?

How does the student meet the Marshall criteria?

Why is the UK the next best place for them to study?

Further Resources:

From Marshall Scholarship Commission: <http://www.marshallscholarship.org/applications/recommendersinfo>

On Strong Marshall Recommendations from Penn State: <http://bit.ly/MarshallRecAdvice>

On Strong Recommendations from Inside Higher Ed: <http://bit.ly/stronger-letters>