

## 2021-2022 Duke Udall 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 promising young people.

**Please note:**

- ❖ You are *never* required to write for a student. Please only write for those students for whom you can share details on that adhere to the criteria for the scholarship.
- ❖ All students have waived their rights to see your letters.
- ❖ It is against NCS-OUSF policy to accept letters originally authored by students.

At any time in this process, from brainstorming the first draft to finalizing your letters, we are delighted to help. Please contact [ncs-ousf@duke.edu](mailto:ncs-ousf@duke.edu).

### Udall Scholarship Recommendations Process

The Udall Foundation awards scholarships to college sophomores and juniors for leadership, public service, and commitment to issues related to Native American nations or to the environment. It honors the legacies of Morris Udall and Stewart Udall, whose careers had a significant impact on Native American self-governance, health care, and the stewardship of public lands and natural resources.

<b>Criteria</b>	<ul style="list-style-type: none"> <li>• sustained participation in environmental or tribal activities,</li> <li>• assumption of leadership roles and evidence of initiative,</li> <li>• service to the community,</li> <li>• coursework or research that complements activities and career goals</li> </ul>		
<b>Endorsement required?</b>	Yes. This is a <b>multi-stage</b> process and Duke is allowed to nominate four students in each category: Environment or Native American Tribal Policy and/or Healthcare annually.		
<b>Length</b>	1.5-2 pages; Never more than 3 pages		
<b>Number of Recommenders</b>	3		
<b>Application Stages</b>	<b>Stage</b>	<b>Description</b>	<b>Deadline</b>
	On campus selection	NCS convenes a committee to decide which applications will go forward in a given year.	January 17, 2022
	National Foundation Submission	If your student is endorsed, the student will inform you of next steps. You will send a complete, polished letter signed and on letterhead to <a href="mailto:ncs-ousf@duke.edu">ncs-ousf@duke.edu</a> , <b>NCS will submit the letter to the Scholarship Foundation on your behalf.</b>	February 7, 2022
	Scholars Named		Early May

## FAQs

### Where do I submit?

For the Endorsement Stage: Please send your letter to [ncs-ousf@duke.edu](mailto:ncs-ousf@duke.edu).

For the Foundation Stage: If your student is endorsed, please send a signed PDF on letterhead to [ncs-ousf@duke.edu](mailto:ncs-ousf@duke.edu). NCS is required to upload the letter for you.

### To whom should I address the letter?

For the Endorsement Stage: NCS/Duke Endorsement Committee

For the Foundation Stage: Udall Selection Committee Members

### What is the difference between an endorsement stage recommendation and my final letter for the foundation?

The email or letter to the Duke committee is essentially a draft of the final letter for Udall. It should be *explicit* about how this student stands out at Duke, directly addressing the criteria the student has asked you to write about. The aim of the letter is to tell us why we should support this student's application for the Udall nomination. How do you see their fit? Can you compare them to other great Duke students—undergrads, alumni or grad?

The final letter to the Foundation is signed and on letterhead, and should give context about Duke if necessary. For example, when speaking about Duke specific opportunities—FOCUS, DukeEngage, or Bass Connections—a sentence about what those programs are should be included. However, a Resident Assistant position would not need context.

### How will I know whether a student is endorsed?

Students will be instructed to let you know if they have been endorsed.

### 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.

### What should the letters contain?

- ❖ Tell the story of the candidate from YOUR point of view.
- ❖ How do you know the student?
- ❖ How do they meet the Udall Criteria?
- ❖ 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 have taught? For instance, is the student in the top 10% of students you have taught, or are even the best in your teaching career?

## Further Resources

Recommendation Letter Advice from Penn State: <http://bit.ly/RhodesRecAdvice>

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