



## Rhodes Scholarship – Checklist

### Spring term: *Preliminary Research*

- Read Rhodes Scholarship website: <http://www.rhodesscholar.org/>.
- Attend an information session (check website for dates/times): <http://manoa.hawaii.edu/undergrad/fellowships/>.
- Research Oxford academic programs: <http://www.ox.ac.uk/>. Contact faculty who might have insight.
- Make an appointment with the Fellowship Advisor at [ugfellow@hawaii.edu](mailto:ugfellow@hawaii.edu) to review application process and create an online account on the Rhodes Scholarship website.
- Contact faculty recommenders before semester is over. Supply them with [Guidelines for Fellowship Letters of Recommendation Writers](#) from UHM Scholarships & Fellowships website.

### Summer: *Preparing Application (Application available in July)*

- Draft personal statement. Make revisions.
- Create Résumé/CV/List of Activities.
- Request official transcripts from outside institutions.
- Confirm recommenders for letters of recommendation (at least 3 instructors/professors, 1 on your character).  
**DO NOT have recommenders submit their letters via the online system. Rather, have them send copies of their letter to [ugfellow@hawaii.edu](mailto:ugfellow@hawaii.edu).**
  - o Recommender 1 Name and Email: \_\_\_\_\_
  - o Recommender 2 Name and Email: \_\_\_\_\_
  - o Recommender 3 Name and Email: \_\_\_\_\_
  - o Recommender 4 Name and Email: \_\_\_\_\_
  - o Recommender 5 Name and Email: \_\_\_\_\_
- Save a copy of STAR report with Spring grades and most updated Fall schedule.
- Finalize application materials.
- Check with UHM Scholarships & Fellowships Office on recommendation letters received. Follow up with pending recommendations.
- Prepare for interviews.

### August/September: *Campus Application Dates*

- 19: Submit application materials via Rhodes Scholarship website (EXCEPT letters of recommendation) as well as in PDF to the UHM Scholarships & Fellowships Office at [ugfellow@hawaii.edu](mailto:ugfellow@hawaii.edu) (see campus application cover sheet for required documents).
- Check email regularly for confirmation of scheduled interview.
- Aug 26-Sep 6: On-campus interviews; notified for endorsement/non-endorsement week after.

### If Recommended for University Endorsement:

- Incorporate application feedback from Scholarships & Fellowships Office/Selection Committee.
- Request UH official transcript.
- Send online requests to initial 5 recommenders via Rhodes application system.
- Confirm 1-3 additional recommenders for letters of recommendation. Have them send copies of letters to [ugfellow@hawaii.edu](mailto:ugfellow@hawaii.edu) for review first before submitting to online system.
  - o Recommender 6 Name and Email: \_\_\_\_\_
  - o Recommender 7 Name and Email: \_\_\_\_\_
  - o Recommender 8 Name and Email: \_\_\_\_\_
- Submit additional required documentation, including passport-size photo and proof of U.S. citizenship or lawful permanent resident status.
- Sep 23: Submit finalized and proofread application materials online and to Scholarships & Fellowships Office in PDF.
- Work closely with Fellowship Advisor in preparation for next steps in regional/national process, including mock interview.
- Update UHM Scholarships & Fellowships Office when hear from the Rhodes Trust.

*Good luck! If you have any questions along the way, feel free to contact us. Remember, we're here to help!*