

PACIFIC LUTHERAN UNIVERSITY

Office of Scholarships and Fellowships

www.plu.edu/provost Click on “Scholarships and Fellowships” at bottom of page

The George J. Mitchell Scholarship

2019-2020 Competition

www2.us-irelandalliance.org

Click on the “Scholarships” button on the lower right

Important Dates

PLU—Wed, August 15, 2018, registration and draft application

Other PLU deadlines are described below.

Mitchell—Fri, September 28, 2018

Fellowships Advisor Contact Information

Wendy Call, Dept of English, 253-535-7211 / callwl@plu.edu / Hauge Admin, Room 220, Suite I

Dr. Jan Lewis, Associate Provost, Undergraduate Programs

253-535-7283 / lewisjp@plu.edu / Hauge Admin Room 105

Refer to the “For Applicants” section of the Mitchell site for more information.

PLU On-Campus Application Requirements and Timeline

FRI, MAY 11, 2018 (by 5 pm PDT)

- Complete the **intent to apply form** and submit at the Office of Scholarships and Fellowships website (see above). (This requires submitting your CV or resume.)

JUNE-JULY, 2018

- Participate in **writing workshops** (on campus or via Skype) with Wendy Call to draft application essays.
- Register on the Mitchell Embark application platform.
- Identify and contact your **four faculty references**. Register them on the application platform.
- Register **Dr. Lewis** as the **fellowship advisor** (the person who has read-only access to your application) and as the **Institutional Endorser** (the person who will submit PLU’s institutional endorsement letter).

WED, AUGUST 15, 2018 (by 5 p.m. PDT)

- Complete and sign the Scholarships and Fellowships **FERPA form**. Submit hard copy or scanned PDF to the Office of Scholarships and Fellowships.
- Complete the online portion of your Mitchell application. This must include a strong, complete draft of your essay.
- Check on U.S. VISA or other travel requirements that may be necessary. If you do not have a valid passport or if your passport is going to expire, begin those processes.

About Your Essay

The Mitchell Scholarship organization has adopted the Rhodes Trust essay guidelines: your essay should be edited or reviewed by no one but yourself.

If you are applying for the Mitchell Scholarship through PLU, you must also apply for a Fulbright Fellowship.

EARLY SEPTEMBER

Continue working on your application. You are responsible for distributing revised versions of your application to the Office of Scholarships and Fellowships and to your faculty referees. Remind your faculty referees about their letter deadlines (September 12 and 28).

SEPTEMBER 12 (by 5 pm PDT)

Your faculty referees should submit their letters of recommendation to Dr. Jan Lewis, Office of Scholarships and Fellowships via email.

A hard copy of your transcript should be mailed to the San Francisco Marshall regional office.

MID-SEPTEMBER

Saturday, September 15, 2018, will be “**interview day**” for all fall scholarship/fellowship applications.

You will be interviewed for **each fellowship** for which you are applying. Dr. Lewis will contact you to coordinate this interview.

It is likely that you will also be invited to meet with the PLU President during this time, as part of the recommendation process.

WED, SEPTEMBER 26 (by 5 pm PDT) - PLU Deadline

- Complete and submit your application by this deadline. Embark will forward your application to us.
- Your faculty should upload their letters of recommendation on Embark by this deadline.
- We will review your application, submit the letter of institutional endorsement and submit your application.

FRIDAY, SEPTEMBER 28 (by 2:00 pm PDT) Mitchell National Deadline

You must submit your application by this deadline. We recommend submitting your materials at least 48 hours earlier to avoid any transmittal problems. Remind your faculty of their Mitchell submission deadline.

AFTER SEPTEMBER 30 – Mitchell Short Video Interview

Video instructions will be mailed to all applicants.

IF YOU ARE STUDYING AWAY DURING FALL SEMESTER

Before you leave, insure that you have: (1) Identified and contacted your faculty references. (2) Registered at the online application site. (3) Completed as much of the summer workshop process with Professor Call as possible. (4) Access to Skype or another type of online media system through which we can complete your interview. (5) Reasonable email and PLU Sakai access for posting or sending your application drafts, though the final application deadline.