

THE WINSTON CHURCHILL FOUNDATION OF THE UNITED STATES

APPLICATION INSTRUCTIONS FOR THE CHURCHILL SCHOLARSHIP

These instructions for the application for the Churchill Scholarship are effective March 2013. The application, the instructions, and the form for the letter of recommendation supersede all earlier versions.

The next application deadlines for the Churchill Scholarship are

Tuesday, November 12, 2013

Tuesday, November 11, 2014

Tuesday, November 10, 2015

These are the dates by which the application must be transmitted as an email enclosure by the designated appropriate Campus Representative to the Churchill Scholarship Program.

Please note that each institution participating in the Churchill Scholarship Program sets its own internal deadline for the local campus review of the Churchill Scholarship application and nomination of candidates. Please be sure to check with your Scholarship Advisor the procedures and campus deadline for review of applications for the Churchill Scholarship at the local level

PROCEDURES FOR APPLYING FOR THE CHURCHILL SCHOLARSHIP

WHICH DEPARTMENT AND WHICH FIELD OF STUDY? It will become immediately clear to you, when you examine the offerings at the University of Cambridge, that departments and fields are organized very differently from those in the United States. For example, what is studied in a Department of Biology in the States can be studied in more than seven departments at Cambridge. It will, therefore, be to your great advantage to study the Web sites of many different departments with considerable care.

The extraordinarily rich offerings of graduate programs at the University of Cambridge change with some regularity. Cambridge offers a variety of degree programs for postgraduate study (what we in the United States call graduate study):

the Master of Philosophy (MPhil), primarily a research degree, although some programs also include courses,

the Master of Advanced Study (MASt), which is the new name for the former Certificate of Advanced Study in Applied or Pure Mathematics, a program that is almost exclusively courses, and which is also the name of new taught programs in Astrophysics, Materials Science and Metallurgy, and Physics (be sure to see reservations below), which include courses and research,

the Certificate of Post Graduate Study (CPGS), of which there are only a few remaining programs.

Here is a list of *most* of the programs that are eligible for support with the Churchill Scholarship. Please note that this list is *not* exclusive: you might well discover another program that might be appropriate for you, especially since the University of Cambridge regularly adds new programs. Some programs are not eligible for the Churchill Scholarship; please be sure to read the exceptions at the end of this list.

If you have any questions about the eligibility of a program, do not hesitate to email the Foundation with your questions (info@winstonchurchillfoundation.org).

Applied Mathematics and Theoretical Physics (DAMTP)

Archeological Research

Astronomy and Astrophysics (MPhil, MAST) -- Applicants interested in the theoretical aspects of these fields should also consider the Department of Applied Mathematics and Theoretical Physics.)

Biochemistry

Biological Anthropological Science

Applied Biological Anthropology

Biological Science

Advanced Chemical Engineering

Chemical Engineering and Biotechnology

Chemistry

Clinical Biochemistry

Clinical Neuroscience

Cognition and Brain Science

Computational Biology (within the Department of Applied Mathematics and Theoretical Physics)

Advanced Computer Science

Earth Sciences (includes the following: Climate Change and Earth-Ocean Atmosphere Systems; Geodynamics, Geophysics and Tectonics; Mineral Sciences; Palaeobiology; Petrology: Igneous, Metamorphic and Volcanic Studies)

Engineering (See the many different fields and modules.)

Environmental Science

Epidemiology (in the Department of Public Health)

Experimental Psychology

Genetics

Medical Genetics

Geographical Research (only GIS and Remote Sensing and not the programs in the social sciences)

Human Evolutionary Studies

Materials Science (a new Master of Advanced Study)

Materials Science (MPhil in the Department of Physics)

Pure (Theoretical) Mathematics and Mathematical Statistics (DPMMS)

Micro- and Nanotechnology Enterprise

Molecular Biology

Oncology

Pathology (Acceptance to this program is notoriously difficult because of limited numbers, so you would be prudent to seek out other opportunities.)

Pharmacology

Physics (experimental - Applicants interested in Theoretical Physics should apply to the Department of Applied Mathematics and Theoretical Physics.)

Physiology, Development and Neuroscience

Clinical Neuroscience

Plant Sciences

Polar Studies

Psychiatry (MPhil in Medical Science)

Experimental Psychology

Public Health

Statistical Science (within the Department of Applied Mathematics and Theoretical Physics)

Systems Biology

Translational Medicine and Therapeutics

Veterinary Medicine

Zoology

Hybrid programs like Advanced Chemical Engineering, Micro- and Nanotechnology Enterprise, and Public Health are eligible, but the Foundation will find competitive only those applications that emphasize the scientific elements, and not the policy aspects, of these programs.

There are new relatively new MAST programs in Astrophysics, Physics, and Materials Science and Metallurgy. The Churchill Foundation *strongly discourages* applicants from considering the MAST in Physics, because the research component is too elementary for someone who might win a Churchill Scholarship; instead, you should decide whether you wish to do an MPhil in Physics or an MAST in Applied Mathematics and Theoretical Physics. There are not issues with the MAST in Astrophysics. At this time the Foundation does not have useful information on the new program in Materials Science and Metallurgy.

INELIGIBLE PROGRAMS: Please be aware that the Foundation does not accept applications for the MPhil in Bioscience Enterprise, the MPhil in Conservation Leadership, the MPhil in Engineering for Sustainable Development, the MPhil in Environment, Society and Development.

If you have any questions about departments and fields of study, please be sure to email the Foundation at info@winstonchurchillfoundation.org or to call 212-752-3200.

APPLICATION TO THE UNIVERSITY OF CAMBRIDGE. Applicants **must** apply separately for admission to the University of Cambridge no later than mid-October (the date is usually October 15th but differs slightly from year to year); the Foundation has chosen the same deadline for the Cambridge application as the Gates Scholarship as a convenience for those who are applying for both scholarships. Since the various departments at the University of Cambridge have rolling admissions, by applying early, qualified applicants have a better chance of securing a place; moreover, they will have been accepted to Cambridge by the time their applications for the Churchill Scholarship are reviewed. In some instances (i.e., the Department of Chemistry and sometimes the Department of Applied Mathematics and Theoretical Physics), the department waits to receive the Churchill Foundation's list of Finalists before making offers of admission.

You should apply to Cambridge online (with hard copies of supporting documents sent separately). The directions for the Cambridge application are not pellucid, so you are urged to read those instructions with great care.

The University's Web site <http://www.admin.cam.ac.uk/offices/gradstud/admissions/> provides all requirements, details, and deadlines. Please note that different departments sometimes have different regulations; for example, not all applications should be sent to the Board of Graduate Studies (BGS).

On the Cambridge application applicants for the Churchill Scholarship **must** indicate Churchill College as their first choice in Section A(4) "College membership." The Churchill Scholarship is not tenable at

any other Cambridge college. In Section B(3) they should indicate that they are applying for a Churchill Scholarship from the Winston Churchill Foundation of the United States: indicate “Yes” as tenable at the University of Cambridge; leave blank the section “Awarded”; indicate one (1) year for Tenure; indicate March of the appropriate year for Date; and indicate £22,000-£26,000 as the value of the scholarship.

MPHIL OR PHD? The Winston Churchill Foundation of the United States provides support *only* for a one-year degree, namely the Masters of Philosophy, Masters of Advanced Study in Mathematics, etc. (On rare occasions, the Foundation allows *post facto* that the one year supported by a Churchill Scholarship count as the first year of a PhD program, should the applicant decide to continue on at the University of Cambridge.) If you wish to apply for an MPhil under a Churchill Scholarship and for a PhD under another scholarship, then the University of Cambridge requires you to submit two separate applications. You might then be accepted only to the doctoral program and might therefore not be eligible for a Churchill Scholarship. Sometimes a department will accept an applicant for an MPhil directly into the PhD program; in that case, if you are awarded a Churchill Scholarship, the Foundation will ask that you request that the department change your acceptance into the MPhil program. The advantage of the one-year degree is that you are then able to assess whether you indeed wish to remain at Cambridge or would prefer to do your PhD elsewhere.

THE CHURCHILL SCHOLARSHIP APPLICATION. The Churchill Application Form is available only online. First, you must register on the Foundation’s Web at <http://churchill.usapplications.org/>. You can then prepare the application in stages, saving your work. After you have completed the application, print it, review it carefully, sign it, and submit it to the appropriate individual or committee at your college or university responsible for reviewing the application and for nominating up to two students for consideration from your institution. Please note that the online application is an administrative convenience for the Churchill Foundation: it allows the Foundation to gather and analyze data about the applications, create mailing lists, and to prepare review materials for the Screening Committee. Both the online application and the paper copy with supplemental materials (see below) are required. Scholarship Advisors do not have access to your online application.

Throughout the application please restrict your information to the spaces provided. If you do not, the text will run over into another section and be illegible.

PERSONAL INFORMATION – Please do not insert a title (e.g., Ms., Mr., etc.) before your name. Provide the full, correct current mailing address (usually at your college or university). Yes, that request does sound rather obvious, but every year some of the Foundation’s mail to applicants gets returned because of an incomplete or incorrect address.

Please list the first and last names of both your parents (mother first, father second) or of your guardian(s).

The section on Education should include all institutions of higher education you have attended, including summer school and study abroad programs. Be sure to provide official transcripts for all the programs you list, unless that information already appears on your current transcript. For summer school and study abroad programs, list the institution, give the month(s) and year(s), leave the space for degree empty, and briefly list the courses for Other. The Churchill Foundation does not state a minimum grade point average, specifically not to eliminate candidates who might have not performed up to their customary level (e.g., a B+ in advanced course in Chinese or in a history seminar), but grades in the major are expected to be consistently at the highest level. (There is always the occasion for an explanation

from the individual who writes the institutional letter of endorsement, and there have indeed been such occasions in the past.)

For the Program of Study at Cambridge, please follow precisely the usage of the Cambridge Web site. Do *not* use the words “Department of,” and write simply Chemistry, Physics, Pathology, as the case may be. If a department has a long name (e.g., the Department of Applied Mathematics and Theoretical Physics), use the department’s commonly recognized acronym (DAMTP), and then for the field state Part III Applied or Computational Biology, as the case may be. For the Department of Physiology, Development and Neuroscience, “Physiology” alone will suffice; then for the field indicate your special interest (e.g., Neuroscience). For a large department like Engineering, list Engineering for the department and area for the field of study (e.g., Photonic Systems, Aerodynamics, Fluid Dynamics, etc.). You will have ample opportunity in the section on your Proposed Program of Study to provide any other necessary details.

For the four sections Publications and Presentations, Non-Academic Interests, Career Plans, and Previous Foreign Travel, please list only the most significant and be sure to limit yourself to the space provided. Please do *not* include information from your high school career.

PUBLICATIONS AND PRESENTATIONS – You are not required to have research publications, though many applicants do; there have been many successful Churchill Scholars who have not yet published an article by the time of their application. A publication is a publication, not a paper in development and not a submission to a journal. Please list publications only in peer-reviewed journals. A poster is not considered to be a publication. Feel free to inform the Foundation if a paper has been accepted after the application deadline.

Please list publications with full citation first and then presentations and posters.

NON-ACADEMIC INTERESTS – List only the activities that are most important to you, ranging from hobbies, organizations, sports, music, etc., so that the Foundation has a broader picture of you beyond your research and study.

FUTURE CAREER PLANS – Briefly describe your vocational aspirations: pursuing a PhD, an MD, or an MD-PhD degree, working at a research institute, teaching in a research university and training graduate students, teaching in a liberal arts college, etc. The Foundation and the Screening Committee do not expect you to have the remainder of your life mapped out. The Foundation is not seeking specific answers in this section and, as elsewhere, is looking for a sense of your aspirations and goals.

PREVIOUS FOREIGN TRAVEL – Having traveled or not having traveled internationally is neither an advantage nor a disadvantage. The Foundation wishes to have a fuller picture of your background. Please be brief in stating the reason: e.g., vacation, family visit, internship, study abroad, etc.

Other Fellowships, etc. – Please use the common acronyms like NSF, NDSEG, etc. or short names like Gates, Hertz, Marshall, etc.

GRADUATE PROGRAMS – Please do not leave this section blank. While you might not know precisely where you will be applying for graduate or medical school when you complete the application for the Churchill Scholarship, the readers of your application will be interested to know which programs you are considering. If you are a Finalist for the Churchill Scholarship, it is likely that you will be asked to

discuss your choice of graduate schools. Please use the following abbreviated format, since a full listing will not fit: university, department, degree:

Berkeley, PhD, Mathematics
Chicago, PhD, Biological Anthropology
Harvard, PhD, Biological Chemistry
Princeton, PhD, Physics
Stanford, PhD, Biophysics
WashU, MD/PhD (Neuroscience)

Do not hesitate to save space by using commonly recognized acronyms or abbreviations: UC/Berkeley, UCSD, UCSF, Caltech, JHU, MIT, etc. There is not enough room for lengthy entries like the University of California/Berkeley.

LETTERS OF REFERENCE – The Foundation requests four *academic* recommendations from teachers, laboratory directors, and others with whom you have pursued your research and studies and who know your work well. If you list an NSF REU, internship, or other similar research experience in your application, it is expected that you will ask at least one director to write on your behalf. Please do not request recommendations from teachers in fields not related to your research in science, engineering, or mathematics (e.g., history of science, economics, literature, or philosophy), and please do not submit personal recommendations (e.g., from clergy, directors of charitable organizations, etc.).

It will be useful for you to share your resume and even a draft of your Research Plan and Personal Statement with those who will write your recommendations. You should be sure to inform them what the Churchill Scholarship is so that they can prepare an appropriate letter on your behalf. The cover sheet for the Scholarship Recommendation is available in pdf format on the Foundation's Web site. Those who write your recommendations should send their letters directly to your Scholarship Advisor in a stamped, addressed envelope that you have provided.

The online application has been programmed so that you can upload the four following word processed documents from your computer directly into your application:

Scholarships, Prizes, Awards, and Other Distinctions (no more than 1 page)

Research/Employment Experience (no more than 1 page)

Proposed Program of Study Essay (no more than 1 page)

Personal Statement (no more than 2 pages)

The four uploaded documents must strictly follow the following guidelines for formatting:

- (1) They may be only in DOC, DOCX, or PDF format.
- (2) They should have 1 inch margins on all four sides.
- (3) They should be single-spaced, except for paragraph and section breaks.
- (4) Please use 12pt Times New Roman font.
- (5) Every page should include a heading in the upper left corner with your name and home institution on the first line and the title of the section on the second:

Clementine Churchill, University of Wonders
Proposed Program of Study

Scholarships, Prizes, Awards, and Other Distinctions – If a scholarship or award is nationally known (e.g., the Beckman, the Goldwater, Phi Beta Kappa, etc.), list just the award and the month and year of the award. If a scholarship or award is local to your college or university or is not otherwise well known, please list the award and the date of the award and very briefly describe the reason for the award (e.g., junior with the highest GPA, Chemistry major with the highest GPA, outstanding physics student in the sophomore class, best essay in the sciences, best undergraduate engineering project, etc.). Do not list awards from high school.

RESEARCH/EMPLOYMENT EXPERIENCE – Please list research first and employment second. Use the following format to describe your research experience and internships:

June-August, 2008 - NSF REU - Prof. Louise Smith, Department of Physics, ABC University - brief description of your work.

Summer 2009 - independent study on Lie algebra using XYZ's textbook.

Spring semester, 2009 – revised for publication paper written with A, B, and C on protein assembly mechanisms for the *Journal of XYZ Science*.

Do not hesitate to include research or study that you have done on your own outside of formal programs.

PROPOSED PROGRAM OF STUDY – The most important task for you as an applicant is to ***make your own case*** for the program you are choosing based upon your previous research and study. The Foundation does not seek formulaic answers, does not privilege one approach over another, and does not favor one discipline or field over another. It is essential that you present a coherent and personal rationale for your program of study.

The Proposed Program of Study should not merely state what the laboratory in which you wish to work investigates. It should, instead, describe what you wish to work on and what you wish to accomplish in the context of that laboratory. Include citations in this section, only if they are critical for understanding what you propose.

For applicants who are applying for programs with taught elements (courses or modules), your Proposed Program of Research should state what you hope to accomplish, either by suggesting the kinds of courses you will take or the additional research you plan to pursue.

While your plan will necessarily be detailed, even technical, it must be comprehensible to a highly educated reader in another scientific field, especially since it is not possible to represent every area of the sciences, engineering, and mathematics on the Screening Committee.

For research degrees and for degrees that have both taught and research elements, provide details about your laboratory placement, and attach to the hard copy of your application documents (a copy of email messages is sufficient) that indicate the willingness of the directory of the laboratory to except you as a student. Consequently, you should make contact with a proposed laboratory directory well before submitting your application for the Churchill Scholarship, so that you can determine whether there is the

appropriate fit of interests between you and the laboratory director and whether a place might be available for you in the laboratory. Spring of junior year is not too soon to identify a laboratory director.

Applicants in Pure and Applied Mathematics should indicate their close familiarity with the department's extraordinarily rich offerings, suggest which courses they wish to take, and describe the rationale for that selection (e.g., strike out in new directions, seek a new perspective on previous work, deepen one's knowledge of a certain field, etc.). You need not be in touch with or submit a letter from the Department.

PERSONAL STATEMENT – The Personal Statement is arguably the most important part of your application: it is what distinguishes you from all the other exceptional applicants for the Churchill Scholarship. The Foundation does not prescribe what you should include in this statement. It can be an intellectual autobiography in which you have the opportunity to describe the development of your academic interests, the importance of research for you, someone whose work has influenced you, or some other crucial aspect of your work in the sciences, engineering, or mathematics. The Personal Statement should not repeat the information in the Proposed Program of Study. While the Personal Statement is primarily about your intellectual passions, do not hesitate to discuss other work and activities that provide a picture of who you are and who you want to be. In your statement you need not describe or praise the University of Cambridge or Churchill College, nor is it advisable to assert that you are an ideal candidate for the Churchill Scholarship.

It is not possible to overemphasize the importance of the quality of your prose for the Churchill application. Clarity and precision are not adornments, they are requirements. Your readers, highly educated scientists in a variety of fields, expect to understand what you are writing. That expectation functions on two levels: (1) making your Proposed Plan of Research comprehensible to a reader who is not a specialist in your field and (2) presenting yourself in a persuasive manner in your Personal Statement. Jargon, misspellings, colloquialisms, solecisms, and other signs of carelessness are not high on the list of desiderata. Please proofread your application with great care.

APPLICATION SUBMISSION – Do not submit the application for the Churchill Scholarship electronically until you have been officially nominated by your college or university. If you mistakenly submit your application before it is complete or before you have been nominated, please email the Foundation at info@winstonchurchillfoundation.org, and the submission will be deleted. Your saved application will *not* be deleted, only the submission.

All questions, programmatic and technical, should be directed only to the Foundation (212-752-3200) or info@winstonchurchillfoundation.org.

A full application consists of the following materials, all of which must be submitted through the Campus Representative to the Churchill Foundation at your institution:

- One (1) completed and signed Churchill Scholarship Application Form with the documents in the order of the online application.
- The institutional letter of nomination.
- Four (4) letters of reference.

- A letter of interest or commitment from a director of a laboratory at Cambridge, if available and if relevant.
- One (1) official transcript from each institution you have attended. If a transcript from a foreign institution lists grades that are not explained or translated into the American grading system, please attach an explanation. The transcript(s) should be also sent directly to your campus Churchill Foundation Representative. Campus Representatives may open sealed transcripts for inclusion in the application.

You should submit GRE and MCAT scores electronically and separately from the application. For the Graduate Record Examination General Test, you may submit a scanned copy of your scores ask that your scores be sent directly to the Foundation; select a test date so that the Churchill Foundation receives the scores no later than the end of December. The Institution Code List number for the Winston Churchill Foundation is **3922**. Scores on the GRE taken in the past two years are acceptable. The Foundation accepts MCAT scores in place of the GRE; you may mail or email copy to the Foundation under separate cover.

THE REVIEW PROCESS. Applications for the Churchill Scholarship are reviewed by an *ad hoc* Screening Committee composed of former Churchill Scholars, who are, for the most part, academic scientists. The Committee, which convenes in January, usually includes a mathematician, a physicist, a chemist, an engineer, and two people in different areas of biology, biochemistry, etc. All members of the Committee read all the applications. The Committee's grades are averaged, reviewed, argued about, and sometimes modified. The Committee then ranks the top twenty to twenty-five applicants, who will be named as Finalists. The Foundation has no quotas or goals of any kind related to academic fields, applicant institution, or any other demographic feature. The Winston Churchill Foundation of the United States is committed to a policy against discrimination based on race, gender, sexual orientation, religion, national origin, disability, or any other characteristic protected by law.

Unsuccessful applicants will be notified by email as soon as possible after the meeting of the Screening Committee. The Finalists will be notified by email within two days of that meeting. A week after that meeting the Foundation's Executive Director will interview all Finalists by telephone, and awards will be offered as soon as possible after --- and sometimes during --- the interviews.

WHAT IS THE FOUNDATION LOOKING FOR? Applicants and Scholarship Advisors often ask, "What is the Foundation looking for?" There is no magic formula. Since almost all of the applicants for the Churchill Scholarship are outstanding students, the factors that make an applicant salient are a certain intellectual spark, a commitment to making a serious contribution to your field of inquiry, the promise of intellectual leadership in your chosen field, a very well-crafted application, and less easily defined personal qualities that suggest you will benefit from a year in Cambridge and that Churchill College and the University of Cambridge will benefit from your presence there. Please be aware that the prestigious UK scholarships are not interchangeable and that the Churchill Scholarship, like the others, has its own criteria and goals. Rest assured that the Churchill Foundation seeks to review every application with the same seriousness and the same care that you have put into preparing your application.

Once again, should you have any questions, please do not hesitate to get in touch with the Foundation by emailing info@winstonchurchillfoundation.org or by calling 212-752-3200. Thank you for your interest in the Churchill Scholarship. Good luck!