**Knight-Hennessy Scholars: Optional Advising & Endorsement**

**Application Process Overview**

*Enable Navigation Pane for best navigation*: TO ACCESS: In the View tab, check the Navigation Pane box (in the Show/Hide group). Click Map headings to jump throughout the document.

Read this document while you complete the Pre-Application and refer to it throughout the application process.

**Knight-Hennessy Scholars: Eligibility Requirements**

**Be a UCI Undergraduate**

The SOP is funded to advise current UCI undergraduates only. Students at other universities must work with fellowship advisors on their campuses.

**UCI Undergraduate Juniors & Seniors**

Submit a Big 10 Pre-Application in the spring before your final year on campus. The full application process lasts approximately six months, so by the time you complete it, you’ll be in your final year of study at UCI. If you win a scholarship, you will travel shortly after graduating.

You may also submit a Pre-Application in spring of your final year if you plan to take a “gap year” (i.e., a year off) after graduating.

**UCI Alumni**

If space permits, SOP staff may coach highly motivated recent UCI alumni, within 1 year of graduation, who meet all eligibility requirements and are taking multiple “gap years” before enrolling in a graduate program. If you will be enrolled in a graduate program in Fall, please seek advising from the Knight-Hennessy Scholars Advisor at your new graduate institution, since the final application will be submitted in Fall.

If you graduated more than one year ago or decline to participate in the campus advising and endorsement process, you may simply apply directly to Knight-Hennessy Scholars, provided that your first bachelor’s degree was earned (completed) after January 2015.

**Submit a Pre-Application by 4/8/19 (Noon)**

All applicants seeking campus endorsement must complete and submit a Pre-App to begin the application process.

**Be Goal-Focused**

This award only funds graduate study in graduate and professional (including dual or joint-degree) programs at Stanford University in California. Be able to articulate your specific graduate program goals for Fall 2020.

**Be Available in Summer 2019**

Candidates must participate in draft writing, SOP advising, and correspondence with recommenders, as well as attend an August campus interview for their applications to earn UCI endorsement consideration.

**Be Willing to Work Hard**

You will submit a series of application drafts to SOP staff and receive advising and editing suggestions. You will also share drafts of application essays with the faculty who will write your letters of recommendation. Be ready to devote a minimum of 10 hours/week to the process; the commitment is equivalent to that of a part-time job.

**Be Deadline-Oriented**

You are responsible for ensuring SOP staff receives all application components -- including letters of recommendation written on behalf of your application(s) -- by SOP deadlines. Late materials will jeopardize UCI endorsement consideration, which is necessary to continue the process.

**Communicate with SOP Staff**
KNIGHT-HENNESSY SCHOLARS: OPTIONAL ADVISING & ENDORSEMENT
APPLICATION PROCESS OVERVIEW

Candidates must maintain regular communication with SOP staff and with recommendation letter writers. Email ALL SOP staff for quickest response to questions.

APPLYING FOR MULTIPLE AWARDS

Candidates may apply for multiple scholarships simultaneously. However, consider the work required to apply for each, the variances in application components, letters of recommendation and campus endorsement interview scheduling, and the time constraints you'll face this summer.

IS THE KNIGHT-HENNESSY SCHOLARS PROGRAM RIGHT FOR YOU?

FACTORS TO WEIGH

SELECT A GRADUATE PROGRAM AND INSTITUTION
The Knight-Hennessy funds the full cost of study in graduate or professional degree programs in any field at Stanford University. Award covers tuition, travel, supplies, and living expenses.
Consider location preference, reputation of particular Stanford programs and institutions, available fields of study, and fit with your long-term academic focus.

Special Cases
Your selected Stanford graduate program should be more than 1 year in duration. Twelve–month programs like Stanford Teacher Education Program (STEP) are considered too short to gain maximal benefit from the Knight-Hennessy cohort engagement and leadership development activities.
In addition, the Department of Philosophy at Stanford has elected not to participate in Knight-Hennessy Scholars; however, you may apply if your M.A. or Ph.D. in Philosophy is the second degree in a Stanford dual-degree program (e.g., J.D./Ph.D. or M.D./M.A).

CONSIDER THE TIME COMMITMENT
Knight-Hennessy Scholars will participate in a “multidisciplinary community of Stanford graduate students dedicated to finding creative solutions to the world’s greatest challenges.” Activities will include group workshops and team exercises, participation in the King Global Leadership Program, engagement with Fellows in Residence, mentoring from the Distinguished Careers Institute, and themed field trips within the U.S. or abroad. Your estimated time commitment is 4 to 8 hours per week, in addition to your commitments to your regular graduate program curriculum, including research and/or teaching activities.

BE AWARE OF EARLY GRADUATE ADMISSIONS DEADLINES
All Knight-Hennessy Scholars must also be admitted to their Stanford graduate degree program through its regular admissions process, including submission of application materials, separate letters of recommendation, test scores, and payment of an application fee.
You will be required to complete admissions requirements by your Stanford academic department’s Knight-Hennessy deadline (typically earlier than the standard admissions deadline). Medicine (M.D.) candidates complete MCAT applications in early summer. Business (M.B.A.) candidates should apply to the 1st round in September. Law (J.D.) candidates must take the LSAT by September. Most Ph.D., M.A., M.S., or M.F.A. candidates must apply by mid-November.

CONSIDER FUNDING ODDS
With just 50 to 100 winners selected annually, the Knight-Hennessy Scholars program is among the most competitive in the world, receiving over 3,600 applications for 2018-19 enrollment.
There are many other options for funding a Stanford education besides Knight-Hennessy Scholars. New Ph.D. students are typically fully-funded for all years of the doctoral program, including the Medical Scientist Training Program for M.D./Ph.D. students.
KNIGHT-HENNESSY SCHOLARS: OPTIONAL ADVISING & ENDORSEMENT
APPLICATION PROCESS OVERVIEW

SELECTION CRITERIA

Besides gaining admission to Stanford’s highly competitive graduate programs, a Knight-Hennessy Scholar must also demonstrate the personal and professional qualities that the scholarship program believes signal the capacity to lead social, economic, or environmental change at a global scale, including

- **An independent mindset**, including a cultivated intellect, creativity and originality, and the ability to navigate ambiguous situations or high-conflict discussions
- **Evidence of ambition and leadership potential**, including calculated risk-taking, a results orientation and a track record of noteworthy accomplishments, self-awareness, and the coping skills to recover from failures and disappointments
- **Sense of civic duty**, including humility, respect for difference, and a giving spirit

“As Phil Knight would say, we’re seeking Scholars who can out-think, out-work, and out-care others.” Knight-Hennessy Scholars Dean of Admissions, Derrick Bolton, cites “rebellious minds,” “non-consensus and original thought,” “resilience and determination,” “sense of mission and pursuit,” and “humility and kindness” as traits that reviewers prioritize in the selection process.

WINNER CHARACTERISTICS

The first cohort of Knight-Hennessy Scholars, selected in 2018, includes 12 alumni of Ivy League institutions, 3 Fulbright U.S. Student Program recipients, 2 former White House interns, 1 Rhodes Scholar, 1 Marshall Scholar, 1 Gates Cambridge Scholar, 1 Mitchell Scholar, 1 Beinecke Scholar, 1 Goldwater Scholar, 1 Gates Millennium Scholar, 1 of Forbes’ top social entrepreneurs under age 30, 1 recipient of Queen Elizabeth II’s Young Leader Award, and at least 1 Phi Beta Kappa Honor Society member. 10 have also completed previous graduate degrees.

Of the second cohort, selected in 2019, 43% have elected to pursue professional degrees (law, business, medicine, etc.), 35% are pursuing doctoral degrees, 30% are international students (hailing from 19 countries), 10% are the first members of their families to attend four-year colleges, and 7% are U.S. military servicepersons.

APPLICATION COMPONENTS

- Online Knight-Hennessy Scholars application forms
- 1-2 page resume (“Our rule is one page for every decade of experience after secondary school”)
- Two letters of recommendation focused on the Knight-Hennessy Scholars criteria, separate from graduate admissions letters
- 2 essays (prompts to be released)
  - Essays typically include a variation on a personal statement essay (i.e., “Connect the dots” of your prior experiences) and a statement of purpose focused on your ability to innovate and lead change across disciplines and beyond the walls of the university.
  - The Knight-Hennessy prompts are quirky and require you to engage in intense self-reflection. Do not reuse your graduate application essays, as generic essay content will not impress Knight-Hennessy reviewers.
- 2 short-answer questions (prompts to be released)
- Unofficial transcripts
- Test scores (if required by your graduate program)
- (Optional) Letter providing justifications for campus endorsement
- Video introduction (may have a separate due date)
- Separate Stanford Graduate Application (not supported by SOP, and may have a separate due date)

APPLICATION PROCESS TIMELINE

SUBMIT A PRE-APPLICATION BY 4/8/19 (NOON)
You must complete and submit a Pre-App to begin the campus application and endorsement process.

COMPLETE BIG 10 ONLINE INFORMATION SESSION

All students who have submitted Pre-Applications are required to watch a video overview of crucial information about the scholarship application process and pass a quiz. Follow the instructions in Canvas.

PERSONALIZED ADVISING: REVIEW PRE-APPLICATION FEEDBACK

You will select a personalized advising appointment time to meet with SOP advisors and discuss your plan for crafting a strong application. If you will be abroad, email SOP staff in advance to make arrangements for a virtual meeting.

At this meeting or shortly thereafter, you will be assigned to an SOP Primary Advisor to oversee your entire application and serve as your advocate and strategist throughout the process. You will also be matched with a Writing Specialist, with whom you will meet regularly to develop effective essay and short answer responses.

READ PAST WINNING APPLICATIONS

On file in the SOP office, past winning applications demonstrate successful methods used by past UCI winners to produce compelling and concise essays and resumes. They also showcase successful formatting for each application’s unique space constraints. Applications are in binders and available for you to view during business hours (Monday – Friday 9:00-4:00 pm) on a drop-in basis.

SUBMIT APPLICANT CONSENT FORM

Following instructions in Canvas, complete the SOP Applicant Consent Form to confirm which specific scholarship(s) you will pursue and agree to your rights and duties as a scholarship applicant. The Applicant Consent form represents the official start of your scholarship application process.

WAIVER OF RIGHT OF ACCESS TO LETTERS OF RECOMMENDATION

SOP staff encourage you to waive the right of access to letters of recommendation. Your faculty will be more comfortable writing a confidential letter, and admissions officers and scholarship reviewers will likely perceive your letters as more honest in the assessment of your abilities, strengthening their credibility as part of your overall application file. If you do not waive your right, SOP staff will notify your faculty of your decision.

VIDEO CHECK-INS

Research the details of your scholarship and graduate program in greater depth, and meet with faculty and other mentors who you would like to write your letters of recommendation. You will keep your SOP Primary Advisor updated about your progress using video check-ins.

MEET WITH POTENTIAL RECOMMENDERS

Meet (in person) with potential recommendation letter writers (usually faculty) and discuss whether they will write a letter of recommendation for you. Let them know whether you want them to focus on research or academic performance, or both.

Discuss Your Plans/Project Ideas

Explain that you’ll furnish him/her with drafts of your application essays as they evolve, and let him/her know when to expect these. Ask for advice on applying to specific graduate programs that have research faculty in your area of interest, tailoring the Graduate Research Statement to your research interests and disciplinary conventions, and describing your career ambitions in the Personal Statement.

Request Letters of Recommendation

Ask if s/he is willing to write a comprehensive letter of recommendation on your behalf and participate in the letter draft process. State that SOP staff will follow up with award-specific content and formatting information. For more information, please see our handout on letters of recommendation.
Solicit Interview Participation

Faculty letter writers are enthusiastically encouraged to serve on your campus endorsement interview committee, which is led by the Dean of the Division of Undergraduate Education.

Endorsement interviews for Knight-Hennessy candidates will be convened between **August 5-9, 2019**. Ask your faculty for their availability during this period. You will use this information to schedule your interview. Faculty participation complements the expertise of SOP staff and the Dean; your professors are uniquely able to support you by providing discipline-specific commentary and offering feedback on the feasibility of your study or project. If your letter writers cannot attend or decline to participate in the endorsement interview, we may ask you to identify potential alternate committee members, such as other faculty or teaching assistants in your field of study.

**RECORD VIDEO CHECK-INS**

Follow instructions in **Canvas** to record and submit brief video check-ins. After watching your videos, your SOP Primary Advisor will provide feedback and guidance.

**MEET WITH YOUR WRITING SPECIALIST & DRAFT APPLICATION MATERIALS**

Following instructions in Canvas, make an appointment with your assigned Writing Specialist. Review application components and essay prompts. Begin brainstorming and drafting your essays. Bring your materials (such as outlines or notes) to the appointment.

If you would like to discuss your overall application strategy, you may also book an appointment with your SOP Primary Advisor. Bring your materials (such as outlines or notes) to the appointment.

**SUBMIT FACULTY CONTACT INFO**

Following the detailed instructions in **Canvas**, submit your recommenders’ names and contact information. SOP staff will email a packet to your faculty about the program(s) to which you are applying including deadlines & formatting requirements for letter submission, and offer access to examples of letters written for past scholarship winners as well as optional SOP staff review of their letter drafts.

**SUBMIT 1ST APPLICATION DRAFT(S)**

Following the instructions in **Canvas**, save and submit your drafts of the **two essays**, as well as your **two short answers** and your **resume** to SOP staff.

Email your drafts to your faculty to inform their letters and to your Writing Specialist. Schedule meetings to discuss your drafts with them.

**WHAT HAPPENS NEXT**

You’ll receive feedback from SOP staff, faculty, and your Writing Specialist. Incorporate this feedback into your second draft.

**SCHEDULE CAMPUS ENDORSEMENT INTERVIEW**

The Knight-Hennessy Scholars Program will accept endorsed (nominated) applications as well as those that are submitted without endorsement directly from current undergraduate students.

The SOP evaluates candidate applications and, for endorsed candidates, provides a unique, personalized, comprehensive letter of institutional endorsement.

In August, each candidate is interviewed in-person, on the UCI campus, by a personalized campus committee for approximately 60 (for one award) to 90 minutes (if applying for multiple scholarships).

**SELECT YOUR CAMPUS ENDORSEMENT INTERVIEW TIME**

Using the **Appointments system** and the availability of yourself and your faculty, you will select your campus endorsement interview time. Choose a time during the period **August 5-9, 2019**.
In the “Reason” box, include the names of your faculty who can attend your selected interview time.

Special circumstances
If you will be abroad during the interview period, alert SOP staff immediately to discuss alternatives, such as accommodating an earlier interview time. We do not convene interviews later than August.

If you or your faculty will be off-campus and need accommodations to attend your interview via videoconference, please email SOP staff for assistance.

Candidates applying for multiple awards requiring endorsement will have only ONE interview. SOP staff will extend your interview time from 60 to 90 minutes to ensure the committee will have time to fully discuss your separate applications. You will also need to submit all interview drafts on the earliest deadline (For example, Fulbright interview drafts must be submitted on the Knight-Hennessy deadline.)

WHAT HAPPENS NEXT
SOP staff will confirm participation of faculty and Deans in campus endorsement interviews. We reserve the right to reschedule your interview if availability of staff, faculty Deans, or interview rooms changes. SOP staff will notify you promptly of any changes in your interview time.

REGISTER AND BEGIN APPLICATION
Begin the application form to apply to Knight-Hennessy. Do not enter letter writer contact information yet.

SUBMIT 2ND APPLICATION DRAFT(S)
This draft must include the components (forms & essays) of a complete application.
Following instructions in Canvas, revise your drafts of your essays, short answers, and resume. Complete all sections of the application form EXCEPT faculty contact information.
Upload and save your essays, short answers, and resume in the application system. Export a PDF of your complete draft.
DO NOT HIT SUBMIT when saving your draft in the electronic system. SOP staff cannot unlock it for you.
In Canvas, submit a complete PDF of your application (including forms and essays) to SOP staff for review and feedback by the deadline.
Email your essay drafts to faculty letter writers and your assigned Writing Specialist.

WHAT HAPPENS NEXT
You’ll receive feedback from SOP staff and your Writing Specialist. Incorporate this feedback into your second draft.

FACULTY SUBMIT LETTER DRAFTS
Please confirm that your faculty have provided letter of recommendation drafts to SOP staff.

SUBMIT APPLICATION(S) FOR INTERVIEW
This draft must include the required components (forms, essays, letters of recommendation) of a complete application.
SOP staff reserve the right to cancel your endorsement interview if you are missing any required items. Candidates for endorsement for multiple scholarships must submit all interview drafts by the earliest interview draft deadline. (For example, Fulbright interview drafts must be submitted on the Knight-Hennessy deadline.)
Following instructions in Canvas, revise your drafts of your essays, short answers, and resume. Complete all sections of the application form EXCEPT faculty contact information.
Upload and save your essays, short answers, and resume in the application system. Export a PDF of your complete draft. **DO NOT HIT SUBMIT** when saving your draft in the electronic system. SOP staff cannot unlock it for you. In Canvas, submit a complete PDF of your application (including forms and essays) to SOP staff.

**WHAT HAPPENS NEXT**

We will distribute your materials to the members of your interview committee for their review. After your interview, if the committee decides to endorse your application, you’ll receive feedback to incorporate into your final draft.

**SUBMIT AUXILIARY INFORMATION**

Follow instructions in Canvas to respond to SOP questions about your future academic & career plans; familiarity with the United Kingdom, history and current affairs; senior thesis title, topic, findings & relation to your graduate studies; and plans for engaging in extracurricular activities or community service while abroad. Using information you provide, SOP staff will complete your campus endorsement letter.

If you are applying for multiple awards, please complete this form only ONCE.

**CAMPUS INTERVIEW: EARN CAMPUS ENDORSEMENT**

The committee members will read your complete interview draft in advance. At your interview, they will ask you questions for approximately 30-40 minutes. You will then be asked to wait outside of the interview room while the committee deliberates. Using the selection criteria, the committee evaluates the strength(s) of your application and determines whether it merits endorsement. You will be informed of the endorsement decision shortly after your interview.

The endorsement interview is a supportive component of the process. At the conclusion, most candidates are also given tips for improvement of the application materials and/or interviewing performance.

**WHAT HAPPENS NEXT**

For endorsed candidates, your Primary SOP Advisor will unlock your application forms and email you feedback from SOP staff and the endorsement committee for your final revision. They will also instruct you to enter faculty contact information.

SOP will also contact your faculty with instructions for finalizing letters of recommendation, upload finalized letters, and prepare a unique, comprehensive letter detailing the committee’s rationale for endorsement, to be signed by the Dean of the Division of Undergraduate Education.

**ORDER OFFICIAL TRANSCRIPTS**

Purchase official transcripts from the UCI Registrar’s Office and from other colleges or universities (including community/junior colleges) at which you’ve completed undergraduate work.

A fee is typically required for each official transcript.

If mailing transcripts directly to SOP, please send to: Scholarship Opportunities Program, 193 Science Library, University of California, Irvine, CA 92697-5695.

If ordering transcripts for pick-up in-person at the Registrar’s Office, do not open the sealed envelope. Please bring it to SOP intact. We must certify that SOP staff opened your transcript.

**WHAT HAPPENS NEXT**

SOP staff will confirm receipt of your official transcript(s) and provide you a scan for uploading in the electronic application system.

**SUBMIT FINAL DRAFTS**
Following instructions in Canvas, revise all application forms and attachments, incorporating interview feedback.

Review all parts of your application for accuracy and completeness. Proofread carefully.

Upload all items, including attachments and transcripts, to the electronic application system. Save and export a PDF of your complete draft.

In Canvas, submit a complete PDF of your application (including forms and essays) to SOP staff.

**WHAT HAPPENS NEXT**

SOP staff will confirm receipt of a copy of your complete application and supplementary materials (i.e., letters of recommendation, etc.) and will upload your campus endorsement letter.

AFTER you receive confirmation from SOP, submit your complete application via the electronic system. You will have submitted your application to the funding agency.

**FINAL DEADLINE**

E-submit complete application via electronic system by **October 9, 2019 at 1:00 pm Pacific Time [projected]**.

TIP: Submit several days earlier to avoid last-minute technical difficulties from heavy server traffic.

You may receive a follow-up request for a video introduction after your application is submitted.

**PRACTICE VIDEO INTRODUCTION**

Tips for practicing and recording your video introduction:

- Dress formally as for a job interview.
- Choose a neutral or professional background like a blank wall or tidy bookshelf. Avoid distractions like pets in the room or any messes (e.g., laundry, unmade beds, etc.).
- Do not complete the video at the last minute. Plan what you will say ahead of time. Allow time for technical problems.
- Demonstrate the qualities of a future leader, such as confidence, maturity, professionalism, friendliness, openness to new experiences, and eloquence. Refer to SOP’s interview tips handout for other tips.
- If you do not have recording equipment, email ALL staff to request an appointment to record your video at the SOP office.

You may wish to work with a Writing Specialist at the Center for Excellence in Writing and Communication and/or utilize the Presentation Studio at the Multimedia Resources Center to improve your oral communication skills and become more comfortable on video.

**KNIGHT-HENNESSY SCHOLARS & STANFORD ADMISSIONS REVIEW YOUR APPLICATION IF SELECTED TO INTERVIEW**

Approximately 150 to 200 finalists will be invited to interview at Stanford in **January 2020 (“Immersion Weekend”) [projected]**. Travel to interviews will be fully funded except for passport/visa fees.

Immersion Weekend activities will include individual and group exercises, a campus tour, visits to graduate departments, and social events.