GEORGE J. MITCHELL SCHOLARSHIP

Instructions for the USC Application Process: Fall 2015

USC Deadline for Mitchell Application: Sept. 2, 2015, 4:30 PM

The Mitchell Scholarship is for graduate study at institutions of higher learning in Ireland, including the Republic of Ireland and Northern Ireland. Named to honor former US Senator George Mitchell, the program is designed to connect generations of future American leaders to the island of Ireland, while recognizing and fostering intellectual achievement, leadership, and a commitment to community and public service.

Up to twelve Mitchell Scholars between the ages of 18 and 30 are chosen annually for one year of postgraduate study in any discipline offered by institutions of higher learning in the island of Ireland. There is no limit to the number of candidates that USC may endorse; however, only those candidates with superb applications will be endorsed. The following steps will assist students through the application process.

**PHASE ONE**

- Research the Mitchell Scholarship Program via their [website](#) and thoroughly review the Resources for Mitchell Scholar Applicants, the Application Process and Frequently Asked Questions.
- Research institutions and graduate programs, and reach out to faculty in relevant research areas. Applicants can utilize Education in Ireland, a searchable database that can aid in selecting a graduate institution and program.
- Begin a Mitchell Scholarship application online and identify Erica Lovano McCann, Director of Academic Honors and Fellowships, as your Fellowship Advisor and Institutional Endorser. The online application requires a personal statement (1,000 words or less) addressing why you want to be a Mitchell Scholar and how you will advance your goals through study in Ireland. Applicants should not “submit” an online application until formal endorsement from USC has been confirmed. Endorsed candidates will have an opportunity to make revisions to their application, but this can no longer be done after the online application is submitted.
- Request a meeting with AHF Director Erica Lovano McCann to discuss the application process.

**PHASE TWO**

- Four letters of recommendation (at least 2 from persons with whom the applicant has done academic work) must be posted online by September 2, 2015. Recommenders must submit their letters twice; once online and once for the USC campus review process. See page 2 of this document for more details.
- Request a follow-up meetings with the AHF Director to discuss progress.
- Deliver a hard copy the application, the four required letters of recommendation, a resume &an Official USC Transcript to STU 300 by the USC Campus Deadline: 4:30pm, Wednesday, September 2, 2015. A passport photo is not required at this time. Applicants must meet this deadline to be considered for USC endorsement which is required for Scholarship Consideration. See page 2 of this document for more details on the endorsement process.

**PHASE THREE**

- Applicants who meet the conditions of eligibility as stated in the application materials will have their materials reviewed by USC’s Campus Endorsement Committee. Superb applicants will be invited to interview with the Committee for endorsement consideration. Interviews will be held September 17-19, 2015
- After receiving official USC endorsement, applicants will be responsible for submitting a complete application online by the final scholarship deadline of October 1, 11:59 PM EST. Once the application is received, applicants will be required to submit a 10-minute video interview before October 4, 2015.

For more information, please contact:
USC Academic Honors and Fellowships
Erica Lovano McCann lovano@usc.edu (213) 740-6680
3601 Trousdale Parkway, STU 300 :: Los Angeles, CA 90089-0896
USC Mitchell Scholarship Competition

Recommendation Letter Instructions

- NOTE: Recommenders writing reference letters for Mitchell Scholarship applicants must submit their letters twice; once for the online application, and once for the USC campus review process.

- For the campus endorsement process, recommendation letters must be submitted to USC no later than the campus deadline of 4:30pm on September 2, 2015. Letters must be in sealed/signed envelopes. We require a hard copy of the letters because we do not have access to the online application.

- For the online application, applicants must register each recommender in the application system by entering their contact information. Recommenders will receive an email from the application system with instructions on how to submit their letter electronically. Please secure your recommendations prior to entering their contact information online. Letters must not exceed 750 words.

USC Endorsement Process

The Mitchell Scholarship program requires that all participating universities endorse their applicants to be considered for the national Mitchell Scholarship competition. There is no limit to the number of candidates that USC may endorse; however applicants are strongly encouraged to prepare for their campus interview as if it were for official Scholarship consideration.

How to Prepare:

- Questions asked during the interview often reference application materials and assess an applicant’s knowledge of field(s) of study, proposed program of study, host institution, and country. Other questions may be related to knowledge of topics outside of the application process such as national or global affairs or an applicant’s non-academic interests.

- Reading American and British publications such as The Economist or The Guardian is an important step in the application process. Applicants can access a free copy of these publications through USC Libraries.

- Additionally, if an applicant is not comfortable in an interview setting, AHF Staff and Career Center Counselors will arrange for a mock-interview.

Interviews:

- USC endorsement interviews will be held September 17-19, 2015. Students will be notified of the committee’s endorsement decision within one week following the interview.

- If you are selected for USC endorsement, our office will post a letter of endorsement online prior to the final Mitchell Scholarship deadline. Enter Erica Lovano McCann’s contact information (lovano@usc.edu) for “Institutional Endorser.” Endorsed applicants who receive an invitation to a national interview can notify AHF to arrange a mock interview.
  - Video Interview (Required for all applicants): October 1-4, 2015
  - Semi-Finalist Skype Interviews: Week of October 27, 2015
  - Finalist Weekend: November 20 & 21, 2015
  - Mitchell Scholar Selection Announcement: November 22, 2015

If applicants or recommenders have questions, please contact:
Academic Honors and Fellowships
(213) 740-9116  ahfstaff@usc.edu
www.usc.edu/aif/fellowships