

**The Colin Powell Fellowship in Leadership and Public Service
UNDERGRADUATE STUDENT APPLICATION FORM (2017 – 2019)**

The Colin Powell Fellowship in Leadership and Public Service is a two-year intensive, multifaceted program for undergraduate students. The experience is designed to prepare fellows for lives in public service and active citizenship and to enable them to apply their skills to issues of public concern. As a Colin Powell Fellow you will acquire a broad knowledge of political institutions and the policy-making process and learn about public service careers and opportunities. Fellows also explore leadership development and methods for creating social change.

Support

The fellowship provides substantial scholarship support (between \$10,000 and \$12,000 annually) for two years (assuming students remain in good standing). The fellowship also provides a stipend to support students who participate in a public service-related summer internship.

Program

The fellowship consists of four components: a weekly seminar, a public-service related internship, professional development and a Capstone Project.

Seminar

Undergraduate Powell Fellows participate in a weekly seminar for two full academic years. The seminar serves as a broad introduction to the program's key themes: leadership, public service, and teamwork. Through the seminar, students explore the concept of public service, foundations of the policymaking process, the emergence of philanthropic and non-profit organizations, traditions of American volunteerism, and the possibilities for future careers in public service. Students also identify, in themselves and in others, the markers of successful leadership and teamwork. Seminars are Tuesdays from 5:30 PM to 7:00PM during the Fall and Spring semesters and participation is mandatory. Students earn three academic credits per year and should expect to commit between eight and ten hours per week on seminars, research, service, and additional programming.

Summer Internship

As an undergraduate fellow, you will participate in a summer internship between your first and second year. We'll work with you to find appropriate internships that bridge between your academic and career interests as well as the learning goals of the Powell Fellowship. Fellows who participate in full-time, unpaid internships in a non-profit or government agency, for a period of 8-12 weeks, receive funding for their summer work.

Professional Development

Both while you're in the program and once you're an alumnus, we help you with professional development including workshops on resume writing, interviewing and job searches.

Capstone Project

In your second year as a fellow, you will work on a culminating capstone project grounded in participatory action research methodology. The project requires fellows to collaborate in small teams and draw upon the skills knowledge and experiences acquired during their time in the fellowship program. Over the course of the year, fellows will complete fieldwork, conduct expert interviews, work alongside community partners, analyze data, conduct presentations and submit a final report.

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Applications and Deadlines

Completed applications must include: an application form, a personal, statement, two essays, two letters of recommendation, a resume and a transcript. Completed applications are due Monday, March 6, 2017 by 4:00 PM. If your application is missing any of the required materials it will be marked incomplete, and we will not be able to proceed with our review. You can apply regardless of citizenship status.

Applications must be submitted BOTH digitally and in hard copy. Pay careful attention to the instructions on the following pages. Orientation will take place the week before classes begin and participation is mandatory.

For further information, please contact Anasa Scott, Program Director, at: aiscott@ccny.cuny.edu, or 212.650.7344. For more information about the Colin Powell Fellowships, visit the School's website: <https://www.ccny.cuny.edu/colinpowellschool/scholarships-and-fellowships>

The Colin Powell Fellowship in Leadership and Public Service APPLICATION FORM: INSTRUCTIONS

Please fill in the fields below. Include this page with your application.

First Name:

Last Name:

Email Address:

Phone Number:

Major (or likely major, if undecided):

Total credits (as of December 2016):

Anticipated date of graduation:

Current GPA (as of December 2016):

Are you a transfer student:

Yes

No

How did you hear about the fellowship?:

Student/Professor/Staff member

Class visit

Information session

Other

Programs in which you are currently participating (mark as many as apply):

Mellon Mays

Skadden, Arps

City College Fellowship

Sophie Davis

Macaulay Honors College

City College Honors Program

Other:

Programs to which you are applying (mark as many as apply):

☐ Mellon Mays

☐ Skadden, Arps

☐ City College Fellowship

☐ Other:

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There are three types of Colin Powell Fellowships. Select the fellowship that matches your public service and social change interests. Your personal statement and essay should demonstrate your interest in mission of the fellowship that you have selected.

- ☐ **The New York Life Fund for Emerging African American Issues** supports fellows that are interested in exploring issues impacting the lives of African-Americans and other underserved populations.
- ☐ **The Fulvio V. Dobrich New American Fund** supports fellows that are immigrants and the children of immigrants.
- ☐ **William R. Kenan Fund for Leadership Development** support fellows that are pursuing leadership roles in public service.

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HOW TO SUBMIT

All applications must be submitted BOTH online and in hard copy. Paper applications should be submitted to fellowship staff in the Office of Student Success, Shepard Hall, Suite 550 by 4:00PM, Monday, March 6, 2017.

Digital copies of the application should be uploaded by 4: 00PM, Monday, March 6, 2017 using the City College Scholarship Application Portal.

CURRENT CCNY STUDENTS: https://ccny.scholarships.ngwebsolutions.com/CMXAdmin/Cmx_Content.aspx?cpId=521

TRANSFER STUDENTS: <https://cunyccny.askadmissions.net/Vip/Default.aspx>

Once you have logged in, you will be taken to the “Applicant Home” page. Click “Start Application” in the “Current Details” box.

Follow the instructions on the “Application Information” page. You must complete page 2 AND page 12. You may leave other pages blank.

Once you submit you will be unable to apply for any additional scholarships. Applicants will receive notification regarding their application by the end of March.

The Colin Powell Fellowship in Leadership and Public Service APPLICATION FORM: RESUME, PERSONAL STATEMENT AND ESSAYS

You are required to submit your resume, one personal statement and two essays, responding to the questions below. Your essays should be typed, double-spaced in Times New Roman (or similar) font. Type your name at the top of each essay page. Please use the included pages to type your essays.

- Resume (should not exceed one page)
 - Personal Statement (250 words or less):
 - Please state your scholarly interests and experiences at CCNY and any career goals as they relate to public policy and/or public service.
 - Essay 1 (750 words or less):
 - Describe a successful leader you know and admire (e.g. a person in your own community, your family or a well-known public figure.) Discuss the characteristics and qualities that make this person an effective leader. Describe how this person has applied these characteristics in addressing a specific leadership challenge.
 - Essay 2 (750 words or less):
 - Address ONE of the following:
 1. Describe a service or volunteer project in which you have participated. Include details about the organization for which you worked and/or the service you provided to the community. In your view, what were the root causes of the problem that you were trying to address (i.e. why was there a need for your service in the community?) What recommendations would you provide to the organization, the community or to public officials to address the problem?
- OR
2. Describe an issue or problem facing the world about which you feel passionately. Write about why you think the problem exists and what kinds of solutions you might recommend to policy-makers or service providers to address the problem.

The Colin Powell Fellowship in Leadership and Public Service APPLICATION FORM: LETTERS OF RECOMMENDATION

You are required to submit two letters of recommendation. At least one letter should come from a professor who knows you well. The second letter can be written by another member of the faculty or someone who knows you in a different capacity (e.g. a work or volunteer supervisor, high school guidance counselor or teacher, etc.).

Letters should be submitted in sealed envelopes with your application, and the recommender can either email the letter to Anasa Scott aiscott@ccny.cuny.edu or give you the letter in a sealed envelope with signature on the seal, which you can bring to our office. You do NOT need to upload the letters online.

You should provide your recommendation writers with a recommendation form available on the next page. We strongly suggest that you provide each recommender with the first page of this application, a copy of each of the essays you are submitting, and a copy of your resume. This will ensure that your recommender is well informed about the nature of the program, as well as your interests, accomplishments, and goals.

Recommendation Letter 1

Name of recommender:

Title:

Email address:

Relationship to applicant:

Recommendation Letter 2

Name of recommender:

Title:

Email address:

Relationship to applicant:

The Colin Powell Program in Leadership and Public Service
APPLICATION FORM: RECOMMENDATION FORM

Name of Applicant:

Email Address of Applicant:

I waive my right to view this letter:

Applicant's Signature

(electronic signature capabilities available through Adobe)

Dear Colleague:

The abovementioned student is an applicant for the Colin Powell Fellowship in Leadership and Public Service at the City College of New York (CCNY). The Colin Powell Fellowship is an intensive program for CCNY undergraduate and graduate students from all academic majors and programs. Through the fellowship, students are encouraged to explore the ways in which their academic interests are relevant to public efforts that aim to address society's most urgent challenges. Students accepted into the program acquire a broad knowledge of political institutions and the policy-making process and learn about public service careers and opportunities. Fellows also explore leadership development and alternative models and methods for creating political and social change.

In making decisions among applicants, the selection committee carefully considers each candidate's intellectual promise, leadership potential and commitment to public service. Your candid assessment of this student is an important part of our evaluation process.

On a separate page, please comment on the candidate in light of these criteria. Submit your letter either by email to Anasa Scott (aiscott@ccny.cuny.edu) or to the candidate in a signed, sealed envelope. Completed applications are due Monday, March 6, 2017 by 4:00 pm.

For further information, please contact Anasa Scott, Program Director, at aiscott@ccny.cuny.edu or 212.650.7344. For more information about the Colin Powell Fellowships, visit the School's website: <http://www.ccny.cuny.edu/colinpowellschool/scholarships-and-fellowships.cfm>

The Colin Powell Program in Leadership and Public Service
APPLICATION FORM: RECOMMENDATION FORM

Name of Applicant:

Email Address of Applicant:

I waive my right to view this letter:

Applicant's Signature

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Dear Colleague:

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The Colin Powell Fellowship in Leadership and Public Service APPLICATION FORM: TRANSCRIPT AND CHECKLIST

Your current transcript is an important part of your completed application. Your signature on this form authorizes the Colin Powell School's Office of Student Success to access your CCNY transcript for our review. If you do not sign this form, your application will be marked incomplete, and we will not be able to proceed with our review of your application.

If you are a transfer student, please submit a transcript(s) from all other undergraduate institutions at which you have studied. Transcripts must be submitted in hard copy to fellowship staff in the Office of Student Success located in Shepard Hall, Suite 550.

I authorize the fellowship staff to access and review my current CCNY transcript for the purposes of evaluating my candidacy for the Colin Powell Fellowship in Leadership and Public Service.

Student Signature *(electronic signature capabilities available through Adobe)*

Date

The Colin Powell Fellowship in Leadership and Public Service

APPLICATION CHECKLIST

You are responsible for submitting your completed application to the Office of Student Success offices in Shepard Hall, Suite 550, no later than 4:00PM on Monday March 6, 2017 at 4: 00p m.

Remember – you must submit your application both online and in hard copy. A completed application includes the following items:

PAPER:

- ☐ Completed *Instructions* page
- ☐ One personal statement and two essays, single-sided, *no staples*
- ☐ Resume
- ☐ Two letters of recommendation, in signed, sealed envelopes (or emailed)
- ☐ Transcript form signature (or transcripts for transfer students)

DIGITAL:

- ☐ Completed *Instructions* page
- ☐ One personal statement and two essays
- ☐ Transcript form signature