The Marshall Scholarship seeks to strengthen the “special relationship” of the UK and America through the awarding of 36 scholarships in the UK each year. Scholars are the guests of the British government. They are looking for students with strong academic merit, leadership potential and ambassadorial potential.

NCS-OUSF Advice on Marshall recommendations

As you will see above Marshall is looking for amazing young students from a field of amazing students. Your job as a recommender is to demonstrate through example and by comparison why your student embodies the values of the Marshall Commission. The Duke Marshall process has two phases, the endorsement process and the national process, the schedule on page two will outline both.

We suggest that before you begin, you reflect on how you believe the student fits the criteria of the Marshall scholarship—their website (marshallscholarship.org/applications/criteria) more clearly defines academic merit, leadership potential and ambassadorial potential. A Marshall applicant is allowed only four letters, usually three academic and one on leadership. You may want to talk with the student about what they think you can speak about in the letter—why did they choose you?

Marshall recommendations are limited to 1000 words. But, what goes into that space? Your job is to tell them the story of your candidate from YOUR point of view. The best letters use anecdotes to illustrate the points you are trying to make. If you claim Johnny is brilliant—how did he perform in class relative to other students, what was brilliant about the paper he wrote, the argument he made or the experiment he proposed? If you claim that Suzy will cure cancer in her lifetime, what tendencies show that she has the perseverance to get the job done.

These are hard letters to write, but the Office of Nationally Competitive Scholarships is here to assist you—send us drafts, we are happy to look at them. In August and early September, we will look closely at all the letters submitted and let you know if we find typos or other corrections prior to your posting it online (see schedule below), but are happy to look at drafts well in advance of the Duke deadline.

We do urge you to consider carefully before you agree to write the letter. You are not required to write for every student that asks—only those for whom you believe you can make a good case. Please note: All students have waived their rights to see your letters. Additionally, it is against OUSF policy to accept letters originally authored by students. We need the letter to be from you.

If at any time you have questions or concerns about a student in the process, please contact either Babs Wise (babs@duke.edu) or Alexander Hartemink (amink@cs.duke.edu).

Further Resources:
### Process for Marshall Recommendations

<table>
<thead>
<tr>
<th>Action</th>
<th>Comment</th>
<th>Date</th>
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<tbody>
<tr>
<td><strong>Receive a request from a student to write a recommendation</strong></td>
<td>Each student applying for the Marshall in the Spring of 2017 will have to submit one letter of recommendation to us on <strong>April 21</strong>. The remainder of their letters will not be due to NCS until <strong>August 1, 2017</strong>.</td>
<td>Spring/Summer 2017</td>
</tr>
<tr>
<td><strong>Decide whether or not you are able to write the letter</strong></td>
<td>Students should supply you with a resume, a conversation about what they are applying for and why, and papers they have written for you. YOU make the decision on whether or not you have the time to help the student’s application or not.</td>
<td>ASAP</td>
</tr>
<tr>
<td><strong>Phase 1: Write the recommendation and submit to <a href="mailto:ncs-ousf@duke.edu">ncs-ousf@duke.edu</a></strong></td>
<td>The April letter is to give us a sense of how the student will fare in the national competition. The August letter should be a polished draft of what you would send to the national competition.</td>
<td>April 21 or August 1—see above</td>
</tr>
<tr>
<td><strong>Duke Endorsement interviews</strong></td>
<td>A Committee of Faculty and Staff, chaired by Alex Hartemink will determine whether or not Duke endorses a candidate based on the interview, recommendations and candidate materials.</td>
<td>Week of August 28-31</td>
</tr>
<tr>
<td><strong>Recommendation Revisions</strong></td>
<td>Students will notify you by Sept 8 whether or not the University has endorsed them. Marshall will send you a link to post the letter electronically. NCS will notify you if we found typos or have questions about your letter.</td>
<td>By September 8</td>
</tr>
<tr>
<td><strong>Phase 2: Letter posted online</strong></td>
<td>You will post the letter in the Marshall website. Please keep a copy of what you submit. Winners will need you to supply a hard copy of the same letter in December. If you are unable to do this or have problems with the link, please contact <a href="mailto:ncs-ousf@duke.edu">ncs-ousf@duke.edu</a> or <a href="mailto:babs@duke.edu">babs@duke.edu</a></td>
<td>October 4</td>
</tr>
<tr>
<td><strong>Scholars Named</strong></td>
<td></td>
<td>Late November-December 2017</td>
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