

Dear Prof. X,

You have been identified by [student name] as a Smith College faculty member who is willing to write a letter of recommendation for the applicant in our internal selection process for the [name of the scholarship competition]. I will be grateful if you will complete a letter of recommendation using the following guidelines:

Goldwater Scholarship, Churchill Scholarship, Udall Scholarship

- Please email a letter of recommendation to mlamb@smith.edu that addresses:
 - the applicant's suitability for the particular competitive scholarship or opportunity
 - the quality of the applicant's academic achievements and ability
 - their experience of relevant research and prospects for fulfilling their stated ambitions
 - their maturity and ability to develop a high quality, competitive application in the time available.
- Deadline for completion:
 - Churchill: Friday, November 4, 2016
 - Goldwater: Friday, November 4, 2016
 - Udall: Monday, December 5, 2016

Your recommendations will not be shared with the applicants, but will be used by the selection committee, a sub-committee of the Clark Science Center Fellowships and Scholarships Committee, to choose Smith College nominees.

If the student you support in the internal competition for nomination is selected as a Smith nominee, then you will be asked to update or tailor your letter for submission in the external competition.

Further information about the scholarship competitions is available:

- Churchill Scholarship: <http://www.science.smith.edu/student-opportunities/scholarships-and-fellowships/scholarships-nominations/churchill-scholarship/>
- Goldwater Scholarship: <http://www.science.smith.edu/student-opportunities/scholarships-and-fellowships/scholarships-nominations/goldwater-scholarship/>
- Udall Scholarship: <http://www.science.smith.edu/student-opportunities/scholarships-and-fellowships/scholarships-nominations/udall-scholarship/>

Thank you so much for your support of this applicant.