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APPLICATION INSTRUCTIONS**Deadline is September 26, 2019 - 11:59PM, Eastern Daylight Time (EDT)**

Due to high volume, submitting on the deadline day is NOT recommended and applications received late (even due to latency issues or last minute emergencies) will not be accepted. We strongly urge you to submit your application up to two weeks in advance.

The application form must be completed in English. Please note that the email address provided to create your account will be used for ALL future correspondence about your candidacy. It is important to note that school email addresses may expire after you graduate. After creating an account, you will receive a system-generated email prompting you to verify your email. Keep your login information in a safe place as you will need it to access your application in the future.

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Personal Information

Prefix

* First/Given Name

Middle Name

* Last/Family Name

As it appears on any official document (i.e. passport)

Previous Name

As it appears on any Academic Records

Preferred Name

As you would like it to appear publicly

Chinese Name

If relevant and differs from the above

* Date of Birth

[mm/dd/yyyy]

Candidates must be at least 18 but not yet 29 years of age as of August 1, 2020

* Gender

As it is or will be listed on your passport

* Marital Status

Citizenship and Passport Information

For passport fields below, provide answers that correspond exactly to how this information appears on your passport. Applicants who hold passports from Mainland China, Hong Kong, Taiwan, and Macao, or residency status in Hong Kong or Macao are required to apply by May 31st, 2019 through this site: <http://application.sc.tsinghua.edu.cn/ff/login>

* Country/Region of Citizenship (Primary)

If you have dual citizenship, whichever country/region you select as primary, will be the one you will need to apply for a visa to China if accepted to the program. No exceptions will be granted.

* Country/Region of Birth

* Place of Birth (City)

Country/Region of Citizenship (Secondary)

If you hold citizenship in more than one country/region, indicate secondary citizenship country.

Passport Issuing Country/Region

Passport Number

Passport Issue Date

7
[mm/dd/yyyy]
Passport Expiration Date
 7
[mm/dd/yyyy]

Current Contact Information

The address provided here will be used as the primary address for correspondence about your candidacy.

* Address line 1 Address line 2 Address Line 3

* City Postal/Zip code * Country/Region

U.S. State

Province/Region

For non-U.S. addresses only.

Address Effective Until (Date)
 7
[mm/dd/yyyy]

For all phone numbers, please include the country code, area code and the number
(For example: US +1 xxx xxx xxx. UK +44 xxx xxx xxx)

Primary Phone

* Telephone Mobile

* Email Secondary email

Permanent Address

* Address line 1 Address line 2 Address line 3

* City Postal/Zip code * Country/Region

U.S. State

Province/ Region

For non-U.S. addresses only.

Anticipated Location for the Interview Dates

* To ensure smooth logistical arrangements if you are invited to interview, we want to identify the most appropriate interview location for you. Please tell us where you will be between Oct 24th and November 5th. Please hold the dates to the extent possible.

Country - City

Emergency Contact

Provide us with your emergency contact below

First Name Last Name

Emergency Contact Email

Emergency Contact Phone

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* = Required Field

Biographical Profile

* Summarize in 100 words your main leadership accomplishments in academics, extracurriculars, and professional experience. Your submitted biography will be used throughout the selection process and on the Schwarzman Scholars website if you are selected for the program. Your bio should end with country of citizenship. For reference, review profiles of selected scholars at www.schwarzmanscholars.org/scholars.

Professional Online Profile (i.e. LinkedIn, employer bio page, etc.)

If you have previously applied to Schwarzman Scholars, provide a 100-word explanation of the changes between your previous application and the current one.

Program Information

How did you first learn about Schwarzman Scholars?

If other, please provide below.

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Undergraduate Degree

* Will you have completed your undergraduate degree by August 2020?

Education History

[Remove Entry](#)

List post-secondary institutions where you have obtained a DEGREE, with the most recent institution listed first. Only list actual degrees that you have earned or will earn; do NOT list any short-term study or certificate programs. It should ONLY reflect degree granting Bachelor's/Master's/Doctoral programs. Other study programs and details can be listed on your resume.

* University Name

Type to search

Undergraduate Institution

If your university or college name is not in the list of possible matches, select "School Not Found" and complete the field below.

You may only check this box once, so it should be the institution where you were awarded your undergraduate degree.

School Not Found Name

Only complete this field if you indicated "School Not Found" in the field above.

* University Country/Region

* Degree Level

* Degree Name

* Field of Study (Major/Minor)

* Degree Status

* Degree Start Date

[mm/yyyy]

Date Degree Awarded or Anticipated

[mm/yyyy]

Most universities provide a numerical summary of academic achievement. Enter your cumulative grade point average or other numerical score as printed on your transcripts. If your school is not on a numerical system (i.e. first-class honors), please input zero and use the Degree Designation field below.

* Grade Point Average (GPA)

If your school does not provide a GPA, input 0

* Grade Point Average Scale (Enter the scale your university's GPA or other numerical score is out of)

If your school does not provide a GPA, input 0

Degree Designation

e.g. First class honors, Second class honors, etc.

Click on **"Add Another Response"** to include information for additional universities/colleges.

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Language Proficiency

List up to four languages that you speak or have studied. List them in order of proficiency from native language first to least proficient. English MUST be one of the 4 languages listed with the level indicated.

* Language (Native)	* Level
<input type="text"/>	<input type="text" value="Native Speaker"/>
Language 2	Level
<input type="text"/>	<input type="text"/>
Language 3	Level
<input type="text"/>	<input type="text"/>
Language 4	Level
<input type="text"/>	<input type="text"/>

Other Language(s)

If you selected "Other" indicate the language(s) here separated by a comma.

English Language Proficiency and Test Scores

* To fulfill the English language requirement you must meet one of the following: 1) be a native English speaker; 2) have studied for at least two years in an English-speaking program at an undergraduate or graduate level; 3) submit an official English proficiency test score with your application.

* What was the primary language of instruction in your undergraduate degree:

If you have indicated that you are a native speaker of English, but do not live in an English speaking country, provide a brief description below. Please also use this space to provide an explanation if your undergraduate or graduate program was in English, but in a country where English isn't the primary language.

Self-Reported Test Scores[Remove Entry](#)

Indicate which English proficiency exam you took and the date (tests are valid for two years). You will also need to upload your score report on the additional information page. Minimum scores for these exams are listed in that section.

Test Name	Test Date
<input type="text"/>	<input type="text" value="7"/>
	[mm/dd/yyyy]

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Professional Experience

* = Required Field

[Remove Entry](#)

Please ONLY list your 2 most recent work experiences in chronological order, starting with the most recent. Only list full-time employment. Do not list part-time work, internships, or volunteer opportunities. These experiences can be highlighted in your Resume/CV. If you are a student and do not have full-time employment, please select student.

Experience Category

Name of Company/Organization/Employer

Employment Position or Role

Start Date

End Date

[mm/yyyy]

[mm/yyyy]

If you are currently employed in this position, leave "End Date" blank.

City

Country/Region

Click on "**Add Another Response**" to include additional employment positions. The maximum is two (most recent) experiences.

[Add Another Response](#)

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Experience Abroad

* = Required Field

[Remove Entry](#)

List the two most relevant Academic, Professional, or Volunteer Experiences in which you spent more than two months away from your home country. Include the location, the reason for the time abroad, and the dates/duration. If this was a multi-site experience, include the details in the description text box. Do not list tourist travel.

Experience Type

Start Date

[mm/yyyy]

End Date

[mm/yyyy]

Country/Region

City

Provide a two sentence description

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Leadership Roles, Awards, and Recognitions

List up to ten leadership roles, awards, scholarships, publications, or special recognitions you have received. List in descending order of significance, including the name and award, awarding body or institution, and date of each accomplishment. For example: ABC Scholarship (University X) - 8/2017. List only one leadership role, award, or recognition per line.

Large empty text area for entering leadership roles, awards, and recognitions.

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Disciplinary Action

* Have you withdrawn, been dismissed, suspended or placed on probation from an academic institution for academic or non-academic reasons?

If yes, you must provide an explanation here.

* Have you been arrested, charged or convicted of a felony, misdemeanor or other crime?

If yes, you must provide an explanation here.

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Recommendations - Register Three Recommenders

Currently Enrolled Undergraduates should have two letters from professors who can speak to your academic abilities and one letter specifically addressing your leadership abilities (this can be from an employer, supervisor, mentor, faculty member, advisor, or other).

Graduate Students and Young Professionals should have one letter from a professor, one letter specifically addressing your leadership abilities, and for the final one, you should choose from the following options that will best represent your current profile: an employer or mentor, additional academic letters, or some combination of the above options.

Recommenders should know you well and be able to speak to your intellectual abilities, personal characteristics and/or leadership potential. The letters should be written in English. If not, a translation must be provided and combined with the original letter uploaded by the recommender. We will only accept online letters of recommendation.

Deadline for recommenders to submit these letters is **September 26, 2019 - 11:59 PM Eastern Daylight Time (EDT)**. We will not accept letters submitted after the deadline and it is your responsibility to work with recommenders to make sure these are submitted prior to the deadline. Upon submission of your application, you may check the status of your recommendation letters via the self-service portal.

Recommendation - TBD

Pressing SAVE or NEXT will automatically send an invite email to all registered recommenders.

* First Name

* Last Name

* Email

A unique email is required for each
recommenders

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Enter and save the text of your essays below and then upload the following to the **Upload Page**. All required documents should be completed separately and attached as individual .pdf files and named as follows:

You must use this exact naming convention

LastName_FirstName_Leadership
LastName_FirstName_StatementofPurpose
LastName_FirstName_Transcripts
LastName_FirstName_ResumeCV

The system does not allow users to preview uploaded documents prior to submission, so be sure you select the correct one for each upload. The word counts listed below are strict and any essays that exceed these limits may be disqualified.

Leadership Essay

Describe at least one distinct example that best illustrates your leadership. This may draw from your professional, academic, or personal life when you demonstrated leadership qualities which highlight:

- The intellectual/analytical abilities to identify and understand challenges and opportunities, and envision solutions,
- The initiative to act and communicate why
- Interpersonal skills to inspire a team effort, and
- An ability to push through resistance and/or challenges to reach positive results/change for the better.

Outline the situation in detail, along with your learning and growth, and how you envision this will impact your aspirations to be a future leader. Consider the following:

- What was the problem or issue you identified, and why did you choose to act? What was your plan of action?
- What obstacles or challenges did you face and how did you overcome them?
- What were the outcomes and impact on the community or purpose?
- What did you learn and/or what lessons would you pass on to others?
- How has this experience shaped you as a leader and how does it connect with your vision for future leadership aspirations?

Leadership Essay (up to 750 words)

*

Statement of Purpose

Describe your professional interests and goals and how the program connects with your professional trajectory:

- o What particular social, cultural, business, policy, or global issue is your focus of interest? What are the major factors driving change on this issue?
- o Why are you dedicated to this issue, and what is your vision to lead positive impact in the future?
- o How will the Schwarzman Scholars program and a deeper knowledge of China's role in the world advance your goals?

Statement of Purpose (up to 500 words)

*



Transcripts/Academic Records

Applicants should upload copies of official academic records for every degree-granting, post-secondary university or college attended (undergraduate and graduate). If the transcripts are not in English, you will also need to provide certified translations of these documents. Combine all the transcripts and translations into **one file** before uploading. Official copies of these records will be required at a later stage in the process for applicants chosen as finalists. Be aware that encrypted files and file expirations may cause issues with Admissions being able to review your documents.

Resume/Curriculum Vitae - **2 Pages Maximum**

Attach your most recent Resume or Curriculum Vitae. It is critical that this document demonstrates your leadership experience.

*Reminder: All of these documents must be attached to the **Upload Page**.*

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Video Introduction

Provide a short self-introduction video of no more than one minute. Introduce yourself in any style or setting you think best conveys your interests and personality. The point of this recording is to allow the committee to hear you introduce yourself in your own voice and style. A video taken on your mobile, laptop or digital camera will suffice; we do not expect or encourage applicants to use professional equipment, production or editing. The technical quality of the video is not as important as the content, but the committee must be able to see and hear you. Save the video on YouTube, VIMEO or a similar service that is readily accessible and provide the direct link to the page in the space below. **Do NOT password protect the video.**

Video Requirement

* Will you be able to provide a link to a video with your application?

Video Link

If for some technical reason you are unable to produce a video, provide a brief explanation here.

Clarification Comment

If you wish to clarify any information you provided in the application, please do so in this short answer section. For example, if you took a leave of absence, faced unusual circumstances in your studies or in your career, you may wish to explain that here.

Clarification Comment on Application

Short Answer (up to 100 words)

Tell us something about yourself that we would not otherwise know based on the materials in this application.

English Language Test Score

If an applicant's native language is not English, official English proficiency test scores must be submitted with the application. This requirement is waived for applicants who studied at least two years in an English-speaking program at an undergraduate or graduate level. Acceptable test options and minimum scores are: TOEFL iBT: 100; TOEFL PBT: 600; IELTS: 7. If you have taken the exam multiple times, only include your best results for one of these test types. Note that English proficiency exams are valid for 2 years.

Attach your score report [below](#).

Attach additional documents here:

Attach all documents listed above by clicking on "Attach file" button, browsing for your file on your computer, and uploading.

Attach file

NOTE: Once you submit your application it is final. Schwarzman Scholars will not accept email attachments or hard copies of any documents. This includes test scores. Make sure you have followed the instructions and uploaded all required documents.

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WWW.SCHWARZMANSCHOLARS.ORG

SAMPLE APPLICATION
MUST BE COMPLETED ONLINE

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Electronic Signature

Please review your application carefully. By signing this application form, you certify that your Schwarzman Scholars application is complete and accurate. Purposefully omitting or inaccurately reporting information requested on this form may constitute an act of academic dishonesty. Providing inaccurate information may result in the rejection of any application or withdrawal of an admission offer.

I hereby certify that the information I have provided in response to the questions on this form, including information contained in any supplemental material submitted, is complete and accurate; and that the essay questions I have submitted are my own work, and all factual representations made therein are true and correct.

I authorize the use of any and all information included in this application by the Schwarzman Scholars Program, including the Stephen A. Schwarzman Education Foundation, Tsinghua University, and all members of the selection and interview committees. This includes, but is not limited to: academic records, recommendation and assessment forms, biographical data, test scores and essays. I also waive my right to access letters of recommendation written on my behalf.

Schwarzman Scholars Program may use an analytics tool to process your personal data, which includes text analytics and does not use any AI or automated decision-making. This will be carried out (after decisions have been made) and will not affect the status of your application. The purpose of this is to test a tool used to assess similarities between the current applicant pool and a pool of successful prior applicants to understand high-level characteristics of successful applicants. The data that will be analyzed for this purpose include biographical data (such as age, native language, and citizenship) as well as application components such as biographical profile, essays, short answers, resume, and the "awards and accomplishments" section. This information is processed based on Schwarzman Scholars' legitimate interest, because these insights will assist assessment of applications by informing future use of data analytics in the selection process. This information will be retained in accordance with Schwarzman Scholars' retention policy, and in accordance with applicable law, and will not be transferred to any other organizations or internationally. You have the right to access, correct or erase any of the personal data which Schwarzman Scholars holds about you. You also have the right to complain to the applicable data protection authority. You have the right to object to how Schwarzman Scholars processes your personal data; if you have any questions about this, please contact admissions@schwarzmanscholars.org.

The Schwarzman Scholars privacy policy is available [here](#).

* Electronic Signature

* Today's date

Type your full legal name in the field above.

[mm/dd/yyyy]

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