



Student Instructions

The information below will provide you with an overview and instructions on how to apply for this prestigious scholarship.

In order to be considered for the GMS scholarship, all three forms must be submitted **online by Wednesday, January 11, 2012 at 11:59 p.m. EST or postmarked on or before Wednesday, January 11, 2012.**

Complete application consists of:

1. Student Application (Nominee Personal Information Form)
2. Educator's evaluation of your academic record (Nominator Form)
3. Evaluation of your community service and leadership activities (Recommender Form)

All three forms are linked by **your registration identification number. Your registration identification number is a combination of your five digit zip code and the last four digits of your preferred phone number.** For example, if your five digit zip code is 99999 and your preferred phone number is 703-555-1234, then the registration identification number would be 99999-1234. Please select one telephone number to use for your student registration identification number to prevent any possible confusion.

As the student, your registration identification number is automatically displayed by the system as you complete page one of the online application. The educator writing about your academic record (Nominator) and the individual writing about your community service and leadership activities (Recommender) will have to enter your student registration identification number to access their forms.

Please read the guidelines. Pay special attention to the eligibility criteria. Make sure that you are eligible before you fill out a form. **The Gates Millennium Scholars (GMS) Program (GMS) will not make any exceptions to the eligibility criteria. PLEASE NOTE THAT ALL FIELDS MARKED WITH AN ASTERISK (*) ARE REQUIRED, AND FAILURE TO COMPLETE THESE WILL DISQUALIFY YOU FROM CONSIDERATION.**

1. Student Application (Nominee Personal Information Form)

You, the Nominee, are responsible for completing and sending your application. You do not have to wait for the other parts of your application to be submitted before submitting your portion. However, if you first obtain an educator to write about your academic record (Nominator), he or she can help you complete your form accurately. It is important that you provide all the information requested and that all of your answers are accurate. GMS will verify your answers before you are selected, and you may be disqualified if the information you provide is incorrect.

2. Educator writing about the student's academic record (Nominator)

Principals, teachers, guidance counselors, higher education representatives, and other professional educators are invited to nominate students with outstanding academic qualifications, particularly those likely to succeed in the fields of computer science, education, engineering, library science, mathematics, public health and science. Students should also possess strong leadership potential and a demonstrated commitment to community service. Educators writing about your academic record must be sufficiently familiar with your academic performance to respond to questions concerning your academic achievement. The individual writing on your behalf should carefully review the GMS eligibility requirements to determine your eligibility. We encourage you to ask the educator completing your academic evaluation to help you complete your form.

Note: *Relatives may not serve as the educator writing about your academic record (Nominator).*



3. Person writing about the student's community service and leadership activities (Recommender)

The individual writing about your community service and leadership activities can be any adult who is familiar with your community service and leadership activities, such as a supervisor at work or a community leader. All persons writing about your community service and leadership activities must act within their personal capacity.

Note: *Relatives may not serve in this role.*

Only those students for whom a completed application—student form (Nominee Personal Information Form), evaluation of the student's academic record (Nominator Form) and an evaluation of the student's community service and leadership activities (Recommender Form)—has been submitted by the deadline date will be considered for a GMS scholarship.

We strongly urge that all required forms be completed electronically. You can complete the online student application (Nominee Personal Information Form) by clicking the "GMS Application" link at the top of the page on the GMS Website (www.gmsp.org). You may wish to write out your answers on paper before filling it out online. The Web-based application has features to guide you in filling out the forms correctly and completely. This will ensure that your submission is not missing any important information. If you file the form electronically, please do not mail a duplicate form.

If you choose to fill out the paper version of the application, please do so by using black or dark blue ink. (If you prefer, you may type your answers on the form.) Respond to multiple-choice questions by filling in the appropriate fields. **Attachments to the form will not be considered.** Therefore, your answers must be printed or typed on the form only. Please write legibly and do not alter the form in any manner. Before giving the appropriate forms to the individuals writing about your academic record (Nominator) and community service and leadership activities (Recommender), you should write your **registration identification number** in the blocks in the top margin of ALL forms.

*** PLEASE NOTE THAT COMPLETION OF THE FIELDS WITH AN ASTERISK (*) ARE REQUIRED, AND FAILURE TO DO SO WILL DISQUALIFY YOU FROM CONSIDERATION.**

Deadline for Submissions

Complete applications must be submitted online before Wednesday, January 11, 2012 at 11:59 p.m. EST or postmarked on or before January 11, 2012.

Mail your complete paper application to:

Gates Millennium Scholars
P.O. Box 1434
Alexandria, Virginia 22313
Toll-Free Phone: 1-877-690-GMSP (4677)

We are unable to accept mail that requires a signature for receipt of delivery.

Please note: *The three forms may be sent separately or together. Attachments (to the required forms or otherwise) and application materials transmitted by fax or an e-mail attachment will not be considered.*

Selection Process & Award Notification

Eligible students who have submitted a complete application: student application (Nominee Personal Information Form), educator evaluation of your academic record (Nominator Form) and an evaluation of your community service and leadership activities (Recommender Form) by the deadline will be considered for a GMS scholarship. **Complete applications must be submitted online by Wednesday, January 11, 2012 at 11:59 p.m. EST or postmarked on or before January 11, 2012.**

Because these awards are highly competitive you, along with the individuals writing about your academic record (Nominator) and community service and leadership activities (Recommender) should make every effort to provide a complete picture of your qualifications.

Your applications are evaluated by independent readers according to three primary criteria: academic achievement, community service and leadership potential. Students who emerge from the selection process as finalists for the GMS scholarship will be asked to submit their official high school transcript, college/university admission letter, student aid report and other information that may be requested at the discretion of the GMS program. Finalists who are selected as Gates Millennium Scholars will be notified of the amount of their awards.

*** NOTE THAT ALL FIELDS MARKED WITH AN ASTERISK (*) ARE REQUIRED TO BE COMPLETED, AND FAILURE TO DO SO WILL DISQUALIFY YOU FROM CONSIDERATION.**

Description of Fields and Questions on the Student Application (Nominee Personal Information Form)

A. Personal Information

***1. Full Legal Name:** Enter your full legal name. Spell out your entire last, first and middle names. If your name ends with a suffix, such as Jr., 2nd, III, etc., enter the suffix in the space designated. Do not spell it out.

***2. Gender:** Indicate male or female.

***3. Social Security Number:** Enter your Social Security number.

***4. Date of Birth:** Use numbers for the month, day and year. For months and dates represented by a single digit, place a zero before the digit, i.e., 06/09/1994 for June 9, 1994.

***5. Telephone Number:** Enter a phone number, including area code, where you may be reached or where a message may be left for you. If you have several phone numbers, provide the number where you are most likely to be reached.

6. E-mail Address: GMS may contact you via e-mail. Enter the e-mail address you most often access. Please enter only one address. If you do not have an e-mail address, leave this field blank. *Please note, online submission require an e-mail address.*

***7. Preferred Mailing Address:** Enter your preferred mailing address. This is the address where you will receive information from GMS. If you have an apartment number, please enter it in the space provided for "APT. NUMBER." If you have a P.O. Box number and the post office does not deliver mail to your preferred mailing address, enter the P.O. Box number in the space provided for "NO. & STREET." If you live outside the United States, enter the country of residence in the space provided. (Students with U.S. addresses should leave the space for country blank.)

***8. Residency and Country of Citizenship:** Indicate whether you are a U.S. citizen or a permanent resident or national of the United States. If you are a permanent resident or national, you also must indicate your country of citizenship.

COLLEGE PREP CHECKLIST

- Beat the deadline when submitting all applications for college admissions and scholarships.
- Choose recommenders (teachers, coaches, employers, etc.) who know you well – people who can give specific examples of why you are an excellent candidate for admission. Give your recommenders ample notice that you will need their recommendation as part of your college applications.
- Take some time to honestly evaluate your standardized test scores. Are you satisfied with your SAT or ACT scores? If you believe you can do better, consider retaking these exams at least once.

***9. Race/Ethnicity:** Indicate your ethnicity. To be eligible, you must fall under at least one of the four categories indicated (African American, American Indian/Alaska Native, Asian Pacific Islander American or Hispanic American). While you may identify with more than one of the categories listed, you must select only one for your form to be processed. If you indicate that you are Asian Pacific Islander American or Hispanic American, write in your ethnic subgroup (i.e., Vietnamese or Mexican). If you indicate that you are American Indian/Alaska Native, write in your tribe (i.e., Navajo). American Indian/Alaska Natives will be asked to provide proof of tribal enrollment or certificate of descent from a state or federally recognized tribe if selected as a GMS finalist.

10. Language(s): Indicate the language(s) you first learned to speak. If you learned to speak English and another language at the same time, or if your first-learned language was not English, please enter the name of the non-English language(s) in the space provided.

***11A. High School/GED Completion:** If you will complete high school or earn your GED by June 2012, indicate "yes."

11B. Intended College Major: Enter your intended major field of study.

11C. First Choice College or University: Enter your first choice of college or university, as well as the city and state where it is located, to which you plan to apply.

GATES SCHOLARS

- May study in any academic discipline they choose as undergraduates
- Show high levels of academic and community engagement
- Are highly sought after as future community, national and global leaders

11D. GMS Source: Please select the appropriate source from which you learned about the GMS program. Select one choice only.

To fill out the following section, you first must determine whether you are considered a dependent or an independent student for purposes of Federal Pell Grant eligibility. **NOTE: To receive a GMS scholarship, you must be eligible for a Federal Pell Grant.** Federal Pell Grants typically are awarded to students demonstrating the most financial need. Your eligibility for a Federal Pell Grant can be determined only by filing a Free Application for Federal Student Aid (FAFSA). **We recommend you set a target date of February 15, 2012 to submit your FAFSA online at www.fafsa.gov. Additionally, GMS does not have a school code you can use on your FAFSA. If you are selected as a finalist, GMS will request that you send a copy of your Student Aid Report (SAR) to the GMS office.**

To get an idea of whether you are likely to qualify for a Federal Pell Grant, consult your high school guidance counselor or college financial aid office, or visit www.fafsa.gov.

Most students entering college directly after high school are considered dependent students. If you are dependent, you must report financial information for yourself and your parents on the form. To determine whether you are considered a dependent or an independent student, answer the following questions:

- Were you born before January 1, 1989?
- Are you married?
- Do you have legal dependents other than a spouse?
- Are you an orphan or ward of the court (or were you a ward of the court until age 18)?
- Are you a veteran of the U.S. Armed Forces?

If you answered "yes" to at least one of the questions listed above, you are independent. If you answered "no" to all of the questions, you are dependent.

***12. Dependent/Independent Student Status:** Choose either Dependent or Independent Student status, and answer all the questions associated with that status. Dependent students answer question 12 by filling in the oval next to Dependent Student, then proceed to complete question 13A, 13B and 13C. Independent students answer question 12 by filling in the oval next to Independent Student, then proceed to complete questions 13A, 13B and 13C.

***13A. Gross Annual Income in 2011:** Enter the adjusted gross annual income earned in 2011 (estimate the amount if necessary). This information is available on individual tax returns. *NOTE: This field must be completed. Enter "0" for no income.*

Dependent Students: If you are a dependent student, you must provide your parents' income as well as your own. If your parents are divorced or separated, you will need to complete the form using information about the parent you lived with more during the previous 12 months. If you did not live with either parent or if you lived with each parent an equal number of days, use information about the parent who provided the greater amount of financial support during the previous 12 months. If the parent you receive support from was a single parent who is now married, or if the parent you receive support from was divorced or widowed and has remarried, then your stepparent's financial information must be indicated on the form in addition to your parent's and your own.

Independent Students: If you are an independent student, include your own income, your spouse's income (if you are married) and the income of any dependents in your family. Do not include your parents' income.

***13B. Family Size in 2011:** Enter the family size in the space provided.

Dependent Students: If you are a dependent student, count yourself, your parents and any other dependents your parents have. For example, if you have two sisters and live with your parents, you would enter "05" in the space provided.

Independent Students: If you are an independent student, count yourself, your spouse (if you are married) and any dependents you may have. For example, if you are single and have a child, you would enter "02" in the space provided.

***13C. Number in College in 2012:** Enter the number of family members who will be in college in academic year 2012, according to the rules set forth below.

Dependent Students: If you are a dependent student, count yourself and other dependents of your parents who will be in college, but do not count your parents (even if they will be in college). For example, if you and one brother as well as one parent will be attending college in 2012, you would enter "02" (for yourself and your brother only).

Independent Students: If you are an independent student, count yourself, your spouse (if you are married) and any dependents you may have who will be in college in 2012. For example, if you, your spouse and your daughter will be attending college in 2012, you would enter "03" in the space provided.

B. Educational Status and History

14. Educational History (answer either 14A, 14B or 14C)

***14A. Educational History:** If you will or have graduated from high school by June 2012 and will be a first-time entering freshman in fall 2012, fill in the oval next to 14A, then proceed to enter the high schools you have attended, in reverse chronological order, starting with the most recent. (You may enter up to three high schools.)

***1 School Attended, City and State:** Enter the full name of each high school and its city and state. If the high school you enter is located outside the United States, U.S. territories or Puerto Rico, enter the name of the country after its city in the space provided.

***1 Begin and End Dates:** Enter your dates of attendance by providing the month, date and year when you enrolled and when you left or will leave the high school. For months and dates represented by a single digit, place zero before the digit, i.e., 06/09/2012 for June 9, 2012.

Class Rank: Enter the fractional number that represents your class rank. The first number (before the slash) indicates your placement, and the second number (after the slash) indicates the total number of students in your class. Use zeroes before digits if needed, i.e., 023/0099. If you do not know your class rank, ask your school guidance counselor. You may leave this blank only if your high school does not provide high school rankings.

GMS FACTS

- Gates Scholars receive more than funding – all Gates Scholars benefit from an innovative leadership program designed to enhance their academic and leadership skills.
- By the scheduled end of the GMS program, the \$1.6 billion initiative will have helped more than 20,000 talented low-income students of color attend college, pursue their academic dreams and embark upon their careers.
- Students can explore additional scholarship opportunities on the GMS Website: www.gmsp.org.



C. Accomplishments

***15. Honors and Awards:** Honors and Awards: If you have honors and awards to list, fill in the field labeled “yes,” and enter up to eight honors and awards that you have received since the beginning of 10th grade. If you have received more than eight such awards, list the eight you believe best demonstrate your qualifications to be a Gates Scholar. For each honor or award you list, enter the type of award by filling in the appropriate fields, the award name, the date you received the honor or award, and a description. List no more than eight honors and awards, and use only the space provided on the form. If you do not have any honors or awards, fill in the field labeled “no.”

***16. Unpaid Volunteer Work and Community Service:**

Unpaid Volunteer Work and Community Service: If you have unpaid volunteer work and community service to list, please fill in the field labeled “yes.” In the “NUMBER OF HOURS” blocks, enter the total number of hours you were involved in unpaid volunteer work and community service for each time period listed. Be certain to combine the number of hours for all activities in each time period. For example, if you volunteered 10 hours in September 2011 for Organization A and 15 hours in December 2011 for Organization B, you would enter “25” in the space provided for “NUMBER OF HOURS” in the “September 2011 - December 2011” blocks. Enter the name of the organization(s) and description(s) of your activities for unpaid volunteer work and community service in the space provided (i.e., filing, providing meals to elderly). If you were involved with more than one organization or more than one activity during one time period, list them on the same line. If you do not have information to list, please fill in the field labeled “no,” and indicate reason.

17. Paid Employment: If you have paid employment to list, fill in the field labeled “yes,” and proceed to the “NUMBER OF HOURS” blocks; enter the total number of hours you worked for pay for each time period listed. Be certain to combine the number of hours for all paid employment in each time period. For example, if you received payment for 50 hours of work in July 2011 from Employer A and for 50 hours in August 2011 from Employer B, you would enter 100 in the blocks provided for “NUMBER OF HOURS” for “July 2011 - August 2011.” Enter the name of the employer, position held and a brief description of activities performed in the space provided (i.e., receptionist, camp counselor). If you worked for more than one employer during one time period, list them on the same line. List your responsibilities in the space provided. If this does not apply to you, fill in the field labeled “no,” and proceed to the next question.

***1 Cumulative GPA:** Enter your cumulative grade point average (GPA) on an unweighted scale of 4.0. If your high school does not use the 4.0 scale in calculating GPAs, ask a qualified individual (such as your guidance counselor or high school registrar) to assist you in converting your GPA. Correctly entering your cumulative GPA on an unweighted scale of 4.0 is critical for the processing of your application.

***1 Graduation Date:** Enter the actual or expected month, day and year of high school graduation.

***1 Attendance:** Were you absent from high school for one or more terms before graduating? Please indicate yes or no; if yes, specify the reason for your absence in the space provided.

***2 14B. GED History:** Fill in the field associated with 14B only if you have earned a GED. Enter the date you completed the test, and enter your test score.

***3 14C. Other:** Please fill in the field associated with 14C only if you indicate that you did not complete the GED but have been accepted by a collegiate institution; you must provide the name of the college or university that admitted you and the city and state of the college or university.

**1 Required only if you select 14A (You must select only one: 14A, 14B or 14C).*

**2 Required only if you select 14B (You must select only one: 14A, 14B or 14C).*

**3 Required only if you select 14C (You must select only one: 14A, 14B or 14C).*

D. Leadership

***18. Leadership Roles:** If you have leadership roles to list, fill in the field labeled “yes,” and proceed to enter up to six instances since the beginning of 10th grade in which you believe you played a leadership role. If you have more than six items to list, list the six that you would most like GMS to consider in reviewing your Nomination. Do not list more than six. For each, be sure to enter the name of the organization or group, the position title or role you played, a description of the activity, and dates of your involvement. Think creatively and carefully about past or current activities that demonstrate your ability to facilitate or influence decisions made or actions taken by a group. Consider only those instances in which you contributed more than others to influence these decisions or actions. In judging leadership potential, GMS will emphasize quality over quantity. If you do not have leadership activities to list, then fill in the field labeled “no,” and indicate reason.

E. Self-Reported Academic Record

Self-Reported Academic Record, 11th Grade:

Enter the titles of academic courses you took in 11th grade. Be sure to enter the course titles in the appropriate academic subject area, e.g., do not list math courses under science. Do not list nonacademic courses such as driver’s education, typing, etc. Enter the course length of each course you list. Enter “S” for semester, “T” for term or other period, “Q” for quarter, or “Y” for year. If you completed a course during the summer, you may list it ONLY IF your high school considers the summer course equivalent to a course taken during the regular school year. Ask your guidance counselor to determine whether any summer courses you completed qualify and are equivalent to a “Q” for quarter, “S” for semester, “T” for term or other period or “Y” for year.

Indicate “yes” in the “HONORS LEVEL” block if the course you completed was an Advanced Placement (AP), International Baccalaureate (IB), Honors level or college course. If you enter a college course, include the name of the college or university at which you completed the course. If a course you list is not an AP, IB or college course, then your high school transcript must indicate that it is an honors course for you to mark it as such in the “HONORS LEVEL” blocks. Indicate the letter grade you received for each course you enter by filling in the fields under the corresponding letter; or if the course is pass/fail, fill in the corresponding field. You should fill in only one field per course. If you completed the same course more than once, list the course twice, and enter both grades. If your school does not use a letter grading system, ask your guidance counselor, high school registrar or teacher for assistance in converting your grades to letter grades.

Indicate the letter grade you received for each course you enter by filling in the fields under the corresponding letter; or if the course is pass/fail, fill in the corresponding field. You should fill in only one field per course. If you completed the same course more than once, list the course twice and enter both grades. If your school does not use a letter grading system, ask your guidance counselor, high school registrar or teacher for assistance in converting your grades to letter grades.

Self-Reported Academic Record, 12th Grade:

Follow the instructions as you did for your 11th grade academic record, paying special attention to the following: If you are in 12th grade now, enter fall 2011 classes as well as spring 2012 classes. Enter the length or duration of each course you list. Enter “Q” for quarter, “S” for semester, “T” for term or “Y” for year. If you do not have a grade for a 12th grade course, indicate “NR” in the grade section. You should indicate “NR” ONLY IF the first-term/semester/quarter grade has not yet been reported for the class in question. If you have received a C for the first term in a trigonometry class, for example, you should enter that grade. If the course is pass/fail, fill in the corresponding field. Do not list courses you audited or dropped. You should fill in only one field per course. Be sure to indicate the highest level full year of math you have already completed with a grade of C or better. Leave this section blank if you have not completed any of the classes listed.

F. Student Questions

**Enter your responses in the spaces provided.
Attachments will not be considered.**

19. Discuss the subjects in which you excel or have excelled. To what factors do you attribute your success? Use specific examples to illustrate how you succeeded.

20. Discuss the subjects with which you had difficulties. What factors do you believe contributed to your difficulties? How have you dealt with them so they will not cause problems for you again? In what areas have you experienced the greatest improvement? What problem areas remain? Explain how you identified your problems, and give examples of how you made or attempted to make improvements.

21. Briefly describe a situation in which you thought you or others were treated unfairly or were not given an opportunity you thought you deserved. Why do you think this happened? How did you respond? Did the situation improve as a result of your response? Explain why you thought the situation was unfair, why you thought your way of responding would make a difference and whether it did.

22. Discuss your short and long-term goals. Are some of them related? Which are priorities? Be specific in describing short and long-term goals you may have. Provide examples from any aspect of your life. In addition, if you have already accomplished some short or long-term goals you set for yourself in the past, you can discuss them.

23. Discuss a leadership experience you have had in any area of your life: school, work, athletics, family, church, community, etc. How and why did you become a leader in this area? How did this experience influence your goals? Do not simply repeat the listings you provided in the leadership section of this form. Instead, select the leadership experience you view as the most important, and provide more details about how it affected you.

24. Discuss your involvement in and contributions to a community near your home, school or elsewhere. Please select an experience different from the one you discussed in the previous question, even if this experience also involved leadership. What did you accomplish? How did this experience influence your goals? Be sure you explain how your involvement in these activities made a difference to others.

25. Other than through classes in school, in what areas (non-academic or academic) have you acquired knowledge or skills? How? If you have gained expertise in a non-academic skill (e.g., woodworking, sewing, automotive repair), explain how you became interested in and mastered that skill. If you have gained additional knowledge about an academic subject outside the classroom (e.g., internship at a lab, independent study, performance in a community orchestra), describe the experience(s).

26. Is there anything else you would like to tell us about personal characteristics, obstacles you have overcome, etc. that may help us evaluate your application? Please do not reiterate information you already have provided. This is your opportunity to state something about yourself that was not asked previously.

27. Describe those activities in which you have participated since completing high school (e.g., community service, leadership, employment) that you believe qualify you for this scholarship. (This question is only for applicants who graduated from high school or earned their GED more than one year ago.)

G. Authorization

Please mark the appropriate oval to indicate your authorization to release your name to organizations seeking interns, as well as to permit the administrator of the GMS program or administrative approved organizations to consider your application for other scholarship programs. Please understand that you are still responsible for applying to all scholarship programs for which you are interested.

*H. Signature(s)

Read the statement, and if true, sign and date the form.

NOTE: A parent's or guardian's signature is also required if you are a dependent student.

If you are submitting the form online, sign in the space provided for your signature, your name or another symbol that you execute or adopt with the intent to sign the form. If you submit a student application (Nominee Personal Information Form) online, do not mail in a hard copy. The student application (Nominee Personal Information Form) must be returned to GMS by the deadline.