



# 2019 Critical Language Scholarship Program

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## How to Apply

- Eligibility: Check the eligibility requirements at [www.clscholarship.org/about#eligibility](http://www.clscholarship.org/about#eligibility).
- Applications are due November 27, 2018.
- Recommendation: Have two references submit recommendation forms supporting your application. Recommendation forms are due November 29, 2018.

**Do not wait until the due date to submit your application.** Submitting your application before the due date is recommended for timeliness, and it also allows you time to resolve any technical difficulties or last minute questions. Submitting the application early also helps to ensure that the recommendations are submitted on time. Recommendation forms are due on November 29, 2018, two days after applications must be submitted.

The CLS Program strongly encourages you to submit your application well in advance of the application deadline. The CLS Program and American Councils for International Education bear no responsibility for problems in submitting the application.

## Accessibility

If you need to submit any portion of your application materials by mail, those documents must be received at American Councils for International Education's offices by November 27, 2018.

The application should be sent by certified post to American Councils at the following address:

ATTN: CLS Program  
American Councils for International Education  
1828 L St NW, Suite 1200  
Washington DC 20036-5136

## Questions?

For information about the CLS Program, please visit [www.clscholarship.org](http://www.clscholarship.org)

Please refer to the Frequently Asked Questions page at [www.clscholarship.org/faqs](http://www.clscholarship.org/faqs) for more information on common questions that arise during the application process.

Contact CLS Program staff during normal business hours, 9:00 a.m.-5:00 p.m. U.S. Eastern Time, Monday-Friday, toll-free at: 1-877-257-9922

Email: [cls@americancouncils.org](mailto:cls@americancouncils.org)

# Program Overview and Requirements

The Critical Language Scholarship (CLS) Program is an intensive overseas language and cultural immersion program for American students enrolled at U.S. colleges and universities. Students spend eight to ten weeks abroad studying one of 15 critical languages. The program includes intensive language instruction and structured cultural enrichment experiences designed to promote rapid language gains.

The Critical Language Scholarship Program is sponsored by the U.S. Department of State with funding provided by the U.S. Government and administered by American Councils for International Education.

## Eligibility

### To be eligible for the CLS Program you must:

- Be a U.S. citizen at the time of your application.
  - Non-citizens including Permanent Residents are not eligible, even if they anticipate naturalization by the beginning of the program.
- Be enrolled in an accredited U.S. degree-granting program at the undergraduate (associate's, bachelor's) or graduate (master's, doctoral, professional degree) level at the time of your application.
  - Your program must result in a degree. Applicants who are taking stand-alone or continuing education classes are not eligible.
  - Your institution must be an accredited U.S. institution. Students earning degrees at foreign institutions that are not based in the U.S. or its territories are not eligible, even if those institutions are accredited by a recognized U.S. accrediting agency.
  - You must be enrolled at this institution in the fall term of 2018. Limited exceptions apply; please read the following information carefully:
    - If you are not taking classes at your home institution in the fall term, please confirm that you are, in fact, enrolled. Institutions have different requirements to maintain enrollment status and you will be required to provide a signed letter from your **registrar** stating that you were enrolled during the fall term.
    - If you are taking a leave of absence to participate in an organized term- or year-long study abroad program, or to participate in a substantive internship program, you may request an exception to the enrollments requirement. Exceptions may only be granted in these two cases, and decisions will be made on a case by case basis.
    - **In either case, you must submit a signed letter from your home college or university in the U.S. explaining your situation and your intention to re-enroll following the completion of your study abroad or internship program. You must also submit documentation from the program provider explaining the opportunity and confirming your participation. This documentation may be submitted to American Councils by email at [cls@americancouncils.org](mailto:cls@americancouncils.org).**
  - You must successfully complete academic requirements for the fall term in order to remain eligible for the CLS Program. Students who withdraw or fail to maintain a passing grade average are not eligible to participate in the program.

Please submit your application using the online application system at <https://ais.americancouncils.org/cls>

- Be at least 18 years old by May 15, 2019.
- If in an undergraduate program (bachelor's or associate's), complete at least one full-time equivalent year of study (two semesters or three quarters) by the beginning of the CLS Program in summer 2019.
- You may only apply once, for one language program, each summer. Applicants who submit multiple applications will be considered ineligible.
- Participation is limited to a total of two CLS awards for any individual. Applicants who have been selected for and participated in the CLS Program one time can apply for a second award. Applicants who have successfully completed the CLS Program two or more times are not eligible.

### **The following persons are ineligible for the CLS Program:**

- Employees of the U.S. Department of State who work in offices under the Deputy Assistant Secretary for Academic Programs, in the Bureau of Educational and Cultural Affairs (ECA), for a period ending one year following the termination of such employment;
- Employees of private and public agencies under contract or grant with the U.S. Department of State who perform services related to the Critical Language Scholarship Program, for a period ending one year following the termination of their services; or
- Immediate family members (i.e., spouses and dependent children) of the individuals described in the above paragraphs, for a period ending one year following the termination of such employment or service. This provision does not disqualify self-supporting members of families who live apart from their parents.

These provisions do not extend to part-time or temporary employees, consultants, or interns of the U.S. Department of State (including at U.S. Embassies and Consulates), or to contract employees of the U.S. Department of State, unless such persons perform services related to the Critical Language Scholarship Program.

### **For applicants to the Fulbright U.S. Student Program**

Applicants to the CLS Program may apply for and receive both a CLS Program award and a Fulbright U.S. Student Program award in the same academic year. However, participants may not accept both a CLS Program award and the Fulbright Critical Language Enhancement Award, which provides supplemental critical language study funding for Fulbright U.S. Student Program grantees, in the same academic year.

If a participant receives a Fulbright grant with a mandatory pre-departure orientation in Washington, D.C. that falls during the CLS Program period, he or she may need to choose between accepting the CLS Program award and the Fulbright grant.

### **Felony and misdemeanor convictions**

Applicant situations involving a felony or misdemeanor conviction will be reviewed on a case by case basis. Minor traffic violations do not need to be reported as misdemeanors. Please note that the applicant may also be asked to submit supporting documentation.

### **University disciplinary action**

Applicant situations involving university disciplinary action will be reviewed on a case-by-case basis. Please note that the applicant may also be asked to submit supporting documentation.

Failure of an applicant to fully report felony and misdemeanor convictions or university disciplinary action will result in termination of the application.

## Participation Requirements

The health and well-being of participants and staff are top priorities of the CLS Program. The CLS Program is a rigorous immersion program and may be physically and emotionally challenging. Each student must be committed to working hard and participating fully in the group program, beginning with the mandatory pre-departure orientation through the completion of the oversea program.

Each participant must:

- Be able to stay alert and to focus attention for up to several hours at a time during classes, while participating in cultural activities, and when receiving staff instructions.
- Attend daily classes and activities, as dictated by the program schedule and for the duration of the program (program dates will be announced prior to the deadline for accepting the award, if offered).
- If taking prescription medications, be able to maintain proper dosage without assistance from instructors or others (except in emergency situations).
- Work effectively as a member of a team despite potentially stressful and difficult conditions. This may require problem solving on an interpersonal or group level as well as a willingness to accept differences.
- Contribute to a safe learning environment. No inappropriate verbal or physical behavior toward others, either in person or online, is tolerated for any reason.
- Effectively communicate ideas and concerns on an individual and group level.
- Perform necessary self-care, including maintaining adequate nutrition and hydration, dressing appropriately for environmental conditions, maintaining personal hygiene, and managing known medical conditions.
- Comprehend, and follow detailed instructions on travel, risk management, personal care, hazard avoidance, and other topics.
- With reasonable accommodations, be able to navigate transportation independently between program-provided housing and the institute site, a maximum of approximately one hour each way.

Note that some program dates may overlap with the spring or fall academic term at your institution, and it may be necessary to work with your institution to accommodate the program dates.

## Medical Review

If selected for a CLS award, you will be required to submit a medical information form and physician's statement to the CLS Program for review by an independent medical professional. Results of the medical review will determine if you meet medical requirements necessary for program placement and participation in the CLS Program. You must also inform the program of any changes in your health status between submission of these forms and the start of the summer program in order to participate.

## Visas

Please submit your application using the online application system at <https://ais.americancouncils.org/cls>

All finalists must receive an appropriate visa from their country of study (deadlines vary by country).

- **The CLS Program, American Councils for International Education and the U.S. Department of State will assist you with your visa application, but cannot influence a foreign government's decision of whether or not to issue a visa. The decision to issue a visa rests solely with the government and consular mission of the country to which a student is traveling.**
- CLS Program finalists and, in some cases, alternates may be required to work closely with CLS Program staff on preparing their paperwork well in advance of regular deadlines in order to receive a visa.
- Failure to meet deadlines or respond in a timely manner to CLS program staff requests may result in not being issued a visa and therefore not being able to participate in the program.
- Finalists for the CLS Program may be required to submit their passports for visa processing in the spring, prior to the program start date. This may require finalists to cancel or reschedule planned international travel in order to participate on the CLS Program.

## Additional requirements

If you are selected for a CLS Program award, as a requirement of your participation you must agree to the terms and conditions of the award. A copy of the terms and conditions for the 2018 summer program can be found online at the address below. The award terms and conditions are revised on an annual basis and may change before the 2019 summer program.

### 2019 Terms and Conditions of Award

[www.clscholarship.org/assets/images/materials/2018\\_Terms\\_and\\_Conditions.pdf](http://www.clscholarship.org/assets/images/materials/2018_Terms_and_Conditions.pdf)

## Privacy Policy Use of Personal Data

Your privacy is important to us. American Councils for International Education (American Councils) follows a few fundamental principles with regards to your data.

- We are thoughtful about the personal information we ask you to provide and the personal information that we collect about you.
- We store personal information for only as long as we have a reason to keep it.
- We aim for transparency on how we gather, use, and share your personal information.

By starting an application to the CLS Program, you agree to our privacy policy, which incorporates and clarifies these principles. You can review our full privacy policy at [www.clscholarship.org/apply/privacy-policy](http://www.clscholarship.org/apply/privacy-policy).

## What is Covered

The CLS Program covers most of the costs of participating in its overseas institutes, including:

- International and domestic travel between the student's U.S. home city, Washington, D.C., and the CLS Program site
- Visa application fees

Please submit your application using the online application system at <https://ais.americancouncils.org/cls>

- Costs associated with the mandatory pre-departure orientation in Washington, D.C.
- Language instruction, room, board, program-sponsored travel within the host country
- All entrance fees for program activities
- Oral Proficiency Interview (OPI) language assessments
- U.S. academic credit issued through Bryn Mawr College.

The following expenses will **not** be covered by the CLS Program:

- U.S. passport fees; and
- The cost of medical exams and any follow-up visits necessary to pass the medical review process, as determined by the CLS Program.

## Selection Process

Award recipients are selected on the basis of merit, with consideration for the following:

- Academic record and potential to succeed in a rigorous academic setting;
- Commitment to language learning;
- Connection between target language and career/academic goals;
- Ability to adapt to an intensive program and a challenging cultural environment; and
- Contributions to the CLS Program and program goals.

**First Round Reviews:** Each application is read by two independent evaluators chosen from a pool of faculty and administrators at colleges, universities, and international education institutions across the U.S.

All applicants will be contacted in **late January** by email with a notification of whether their application passed the initial review process.

**Semi-finalist Reviews:** Top applicants are reviewed by panels of academic and international education experts, who convene in Washington, D.C. in **early February**.

Finalists, alternates and non-recipients will be notified of their statuses by email in **early March**.

Those selected for the award will have approximately two weeks to accept or decline. Alternates are promoted on a rolling basis throughout the spring.

Finalists and alternates will receive further information on program requirements, including the medical review and visa process, at this time.



# Eligibility

**1) I am a U.S. citizen (including naturalized U.S. citizen).**

- Yes
- No

**2) I will be at least 18 years old by May 15, 2019.**

- Yes
- No

**3) I am currently enrolled in a degree-granting program.**

- Yes
- No

**3a) If no, please explain**

*Maximum of 100 words allowed.*

**4) Are you currently taking a leave of absence?**

- Yes
- No

**4a) If yes, please explain below. Students on a leave of absence during the fall semester are only eligible if they are participating in an organized semester- or year-long study abroad program or a substantive internship program and intend to re-enroll following its completion.**

*Note that you will be required to submit documentation of your study abroad or internship program and a signed letter from your home college or university in the U.S. explaining your situation and your intention to re-enroll following the completion of your program. This documentation should be submitted to American Councils at [cls@americancouncils.org](mailto:cls@americancouncils.org) no later than November 27, 2018.*

*Maximum of 100 words allowed.*

**5) My institution is an accredited institution based in the United States. (Note: Students earning degrees at foreign colleges or universities that are not based in the United States or its territories are not eligible.)**

- Yes
- No

**6) By the program start date (summer 2019), I will have completed at least one academic year of study at the college level (two semesters or three quarters).**

- Yes
- No

**7) I understand that if I am selected for the CLS Program award, I will be required to submit a medical information form and physician's statement for review by an independent medical professional. Results of the medical review will determine if I meet medical requirements necessary for program placement and participation in the CLS Program.**

*The CLS Program does not discriminate on the basis of medical condition or disability.*

- Yes

**8) I understand that if I am selected for a CLS Program award, my participation depends on the decision by the host country to issue me a visa that is appropriate and valid for the CLS Program. The decision to issue a visa is made at the sole discretion of the host country and neither American Councils nor the U.S. Department of State has control over visa decisions by host countries.**

Yes

**9) I am submitting only one CLS Program application for only one language.**

Yes

**10) I certify that I have reviewed the eligibility requirements, and that I am eligible to apply for the CLS Program.**

*A full description of the eligibility requirements is available at [www.clscholarship.org/about#eligibility](http://www.clscholarship.org/about#eligibility)*

Yes

**11) I have submitted or plan to submit an application to the Fulbright U.S. Student Program for the 2019-2020 award year.**

*If yes, please complete the additional information below.*

Yes

No

**11a) I understand that I may not accept a 2019 Critical Language Enhancement Award, which provides supplemental critical language study funding for Fulbright U.S. Student Program grantees, and a CLS Program award in the same academic year.**

Yes

**11b) I understand that if I receive a Fulbright grant with a mandatory pre-departure orientation in Washington, D.C. whose dates conflict with the CLS Program, I will need to choose between accepting the CLS Program award and the Fulbright grant.**

Yes

**12) Are you a veteran of the U.S. Armed Forces?**

*All other factors being equal, the CLS Program gives preference to veterans of the armed forces. If you respond yes, you will be required to attach a copy of your DD214 or NGB-22 Form as proof of your veteran status.*

Yes

No

Decline to State

**12a) If yes, attach a copy of your DD214 or NGB-22 Form as proof of your veteran status.**

## Disciplinary Record

**1) Are you under current indictment for or have you ever been convicted of a felony or misdemeanor (excluding minor traffic violations)?**

More information and instructions can be found at [www.clscholarship.org/information-for/applicants](http://www.clscholarship.org/information-for/applicants)

Yes

No

**1a) If yes, please explain below. Include details of the date of incident and details of the citation/complaint, and state whether or not you completed the terms of your sentence.**

*Maximum of 100 words allowed.*

## University Record

**2) Have you ever been the subject of academic or non-academic disciplinary action, or been suspended or expelled from a college or university for any disciplinary or honor code infraction?**

Yes

No

**2a) If yes, please indicate below the date of incident, details of the incident, and the resulting punishment.**

*Maximum of 100 words allowed.*

# Language Choice

## Language Choice

### **1) Indicate the Language and Level for which you are applying.**

*You should select the level you expect to be when the program starts in June 2019. Assess yourself according to the Language Levels and Prerequisites guidelines at [www.clscholarship.org/about#language-levels](http://www.clscholarship.org/about#language-levels).*

#### **1a) How many years of formal target language classroom study (or equivalent) will you have completed by summer 2019?**

**(i) Years in high school**

**(ii) Years in college or university**

## Biographical Information

**1) Applicant Name (please enter your legal name as it appears on your U.S. passport or other government-issued ID)**

**2) Previous Legal Name Used**

*If none, leave blank*

**3) Gender**

*As it appears on your passport or other government-issued ID*

Male

Female

**4) Date of Birth**

**5) Place of Birth**

**Birth City:**

**Birth State/Province/Region:**

**Birth Country:**

**6) Do you hold dual citizenship with another country?**

Yes

No

**6a) If yes, please indicate other citizenship country.**

**7) Are you a naturalized U.S. citizen?**

*Naturalized citizens are eligible for the CLS Program, but must be naturalized by the date of the application deadline. For more information about naturalization, please visit the [U.S. Citizenship and Immigration Services](#) website.*

Yes

No

**7a) If yes, please provide date of naturalization.**

## Permanent Address and Congressional District

Please enter your permanent residential address, at which you are registered to vote. The CLS Program informs members of Congress when constituents from their states or districts receive a CLS award. Your address should match the congressional district you indicate.

**8) Residential Address.**

*For example, if you live in Rhode Island but attend school in Illinois, then please indicate your address in Rhode Island.*

Please submit your application using the online application system at <https://ais.americancouncils.org/cls>

**Street Address:**

**City:**

**Province/State/Governorate:**

**Country:**

**Postal/ZIP Code:**

## 9) U.S. Congressional District?

To find your congressional district, please visit [house.gov](http://house.gov)

### 9a) State/Territory

### 9b) District

Indicate the district number for your Congressional district.

Enter "At Large" for states with only one (1) Congressional representative (Alaska, Delaware, Montana, North Dakota, South Dakota, Vermont, and Wyoming), and for the District of Columbia and U.S. territories (American Samoa, Guam, Northern Mariana Islands, Puerto Rico, and U.S. Virgin Islands)

## Current Contact Information

### 10) Primary Telephone Number

Will be used for duration of program, through October 2019.

### 11) Alternate Telephone Number

We will only contact you at this number if we are unable to reach you and there is important or time-sensitive information to share. We **strongly recommend** applicants enter an alternate number or the number of a close friend or family member.

### 12) Primary Email Address

This email address will be used to inform applicants of their selection status in January and March, 2019. We recommend **not** using your university address, because it might expire when you graduate.

### 13) Alternate Email Address

Such as your university address.

## Passport Information

### 14) Do you have a U.S. passport with your legal name valid through December 2019 (or if you are a CLS Russian applicant, through March 2020) with two blank visa pages?

You do **not** need to have a passport to apply for the CLS Program. However, all finalists are required to have a valid passport by March 2019 in order to participate in the program.

You may need to apply for a new passport if:

- You do not currently have a U.S. passport;
- Your passport is not valid through the above dates; or

Please submit your application using the online application system at <https://ais.americancouncils.org/cls>

- *Your passport does not have two blank visa/stamp pages. (Note that it is no longer possible to add new pages to U.S. passports. You must apply for a new passport.)*

*If you do not take measures to secure a passport by March 2019, you will be responsible for any fees associated with expediting your passport.*

*For more information on securing a passport, please visit <http://www.travel.state.gov/>.*

Yes

No

#### **14a) Date of Issue**

#### **14b) Date of Expiration**

## **Recent International Travel**

**15) Please list all countries you have traveled to in the past five years.**

# Current Academic Information

## 1) Current College or University Name

1a) Department, campus or school division, if applicable

## 2) University City and State

## 3) Start Date

## 4) Anticipated Date of Graduation (if applicable)

## 5) Type of Degree

- Undergraduate (Bachelor's or Associate's)
- Master's
- Doctoral (PhD)
- Professional Degree (DDS, MD, DO, PAC, JD, etc.)

## 6) Current or Anticipated Academic Major(s)

## 7) Are you a first semester student in your degree program?

- Yes
- No

### 7a) Type of term

- Quarters
- Semesters

### 7b) Number of Terms Completed at Time of Application

### 7c) What is Your GPA on the 4-Point Scale?

## Spring 2019

## 8) Will you be enrolled in courses at this college/university during the Spring 2019 academic term?

- Yes
- No

### 8a) If yes, when is the anticipated date of your last final exam?

## 9) Will you be studying abroad during the Spring 2019 semester?

- Yes
- No

### 9a) If yes, where?

(i) City



**(ii) Country**

**10) Anticipated Spring 2019 Courses**

*Please list all courses you anticipate taking.*

**Fall 2019**

**11) Will you be enrolled in courses at this college/university during the fall 2019 academic term?**

Yes

No

**11a) If no, please explain below.**

*Maximum of 100 words allowed.*

**11a) If yes, when is the anticipated date of your first day of class for fall 2019?**

## Transcript and Grades

Please provide an unofficial transcript, or list of grades, from your current college or university.

**Please note** that anyone who is accepted to the CLS Program will be required to submit an official transcript at a later date to verify the information provided below. Any discrepancies between the information provided in your CLS application and your official transcript will result in the revocation of the CLS award unless the institution verifies that a change (e.g., grade change, course removed, etc.) was made on your official record. Please contact us with any questions regarding the transcript reporting requirements.

# Previous Academic Information

## 1) Have you attended a college/university previous to your current school?

- Yes
- No

## 2) If yes, please list all previous colleges and universities you attended. Include the following information:

### a) Country

*Please first tell us the country your institution was located in (including the United States)*

### b) University Name

### c) Type of Program

- Undergraduate (Bachelor's or Associate's)
- Master's
- Doctoral (PhD)
- Professional Degree (DDS, MD, DO, PAC, JD, etc.)
- Non-Degree

### (i) Degree Awarded

*e.g., Bachelor of Arts, Master of Science, or Doctor of Education*

### (ii) Date Degree Awarded

### d) Field of Study

### e) Start Date

### f) End Date

### g) Did you have a GPA for this study program?

- Yes
- No

### (i) What was Your GPA on the 4-Point Scale?

### (ii) If no, please explain

*Maximum of 100 words allowed.*

### h) Attach Transcript

## Language Study

### 1) Which statement best describes your CLS target language study?

- I have never studied my CLS target language
- I have studied my CLS target language, but not through formal classroom study
- I have studied my CLS target language through formal classroom study

## Previous Language Study

### 2) What have you already done, and what will you do prior to participation in the CLS Program, to learn the target language?

*Check all that apply*

- Interactions with friends or family members who speak the target language
- Personal history with the language or related dialect
- Private or small group study or tutoring in the target dialect
- Independent study or personal research efforts
- Other efforts or activities to gain linguistic and cultural knowledge in the target language
- Formal classes in college/university
- Formal classes in high school/elementary school
- Study abroad program
- I am a heritage speaker (family background in the language, practicing the language at home)
- Other (explain below)

#### 2a) If "other", please explain

*Maximum of 100 words allowed.*

### 3) Please describe the activities you have undertaken including the frequency and number of hours, content, books or materials used, chapters or topics covered and level of engagement. If you are a heritage speaker, please indicate the degree of your language use at home.

*Maximum of 150 words allowed.*

## Target Language Experience

### 4) Are you applying at the Beginning Level with no experience learning your target language?

- Yes
- No

#### 4a) How many cumulative hours of formal classroom study in the CLS target language will you have completed by the beginning of the 2019 CLS Summer Program?

*For example, a typical academic year is nine months (32 weeks). A typical language course is 3-5 hours per week or 96-160 contact hours. The number of contact hours provided should include previous, current, and anticipated Spring 2019 target language courses.*

## Target Language Travel

**5) Please provide information on any travel you have taken to countries where the target language is spoken. Include the following information:**

- Country
- Year of Visit
- Sponsoring Organization (if any)
- Travel Duration
- Travel Purpose
- Cities Visited/Length of Visit

## Current Language Course

**6) Are you currently enrolled for the Fall 2018 semester in a primary language course in your CLS target language? This would include courses in literature or other content courses if the class is taught in the target language, including all readings and written assignments.**

- Yes  
 No

**6a) Course Title**

**6b) Institution**

*If self-study or led by a tutor, please indicate that here.*

**6c) Start Date**

**6d) End Date**

**6e) Average number of hours per week spent in classroom**

## Previous Language Courses

**7) Have you taken any courses in your target language previously?**

- Yes  
 No

**7a) Please list any previous courses taken in the target language starting with the most recent. Include the following information:**

- Course Title
- Institution
- Start Date
- End Date
- Grade
- Average number of hours per week spent in classroom

## Planned 2019 Language Course

**8) Do you plan to enroll in a language course in the target language for the Winter/Spring 2019 term?**

Yes

No

**8a) Course Title**

**8b) Institution**

**8c) Start Date**

**8d) End Date**

# Other Language Study

## 1) Have you studied languages other than your target language?

Yes

No

### 1a) List the other language(s) you have studied. Include the following information:

- Language
- Primary Study Method
- Number of Years

# Recommendation Requests

## What Is Required?

- Your application must include two recommendations from two different individuals. At least one of your recommendation forms should come from someone familiar with your academic performance, preferably at the university level. Both letters should be written by someone who can speak to your suitability for the CLS Program.
- All recommendation forms must be submitted in English and cannot be completed by a family member.

## When Are Recommendation Forms Due?

- **Recommendations are due November 29, 2018, 5:00 PM U.S. Eastern Time.** It is your responsibility to follow up with your recommender and ensure that recommendation forms are received by the deadline. **Note that student applications are due November 27, two days BEFORE the recommendation deadline.**

## How to Get a Solid Recommendation

- **Request your recommendations well in advance of the deadline!** Your recommenders are likely busy people and writing a solid recommendation takes time. Give your recommenders as much lead time as possible.
- **Identify possible recommenders:** A good recommender should know you well and be able to offer a testimony from their experience working with you. Consider what you would like the CLS Program to know about you that your school records will not communicate. What makes you special, and sets you apart as a student? Recommenders may include professors, instructors, administrators, guidance counselors, coaches, employers, or community service supervisors. At least one of your recommenders should be familiar with your academic performance.
- **Contact your recommenders:** When you have chosen your recommender, reach out to them and request a recommendation, explaining the deadlines and what is required. If they agree, propose a time to meet in person or by telephone. Send them a copy of the recommendation form in advance of your meeting.
- **Meet with your recommenders:** Spend some time talking with your recommenders, explaining the CLS Program and your interest in studying the target language. It's important that they understand your motivation, your academic background, and what you see as the benefits of participating in the CLS Program. It's a good idea to bring a draft of your answers to the application essay questions and a copy of your resume to show to them. You can also explain some of the things that make your candidacy unique, or that set you apart as a student.
- **Send a reminder and thank you note:** A week before the application deadline, send each of your recommenders an email reminding them of the approaching deadline and thanking them for agreeing to complete a recommendation for you. Don't forget to thank them again after everything has been submitted.



# Recommendation Form

## For the Student

Prepare this form for each of your recommenders and provide them with a copy when requesting a recommendation from them.

**1) Your Full Name:**

**2) Language Applying for:**

**3) Provide the following information about your recommender below.**

**Full Name:**

**Institution/Organizational Affiliation:**

**Relationship to You:**

**Email Address:**

**Telephone:**

**4) Do you wish to waive any right to examine this letter of recommendation?**

Yes, I waive any rights to examine this letter of recommendation

No

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## For the Recommender

Dear recommender,

You have been asked to serve as a reference for a student applying to the Critical Language Scholarship (CLS) Program. The CLS Program is an intensive overseas language and cultural immersion program for American students enrolled at U.S. colleges and universities. The program includes intensive language instruction and structured cultural enrichment experiences designed to promote rapid language gains.

The CLS Program is a program of the U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA). The goal of ECA is to promote mutual understanding between the people of the United States and people of other countries by means of educational and cultural exchange that assist in the development of peaceful relations. The CLS Program is part of a U.S. government effort to expand dramatically the number of Americans studying and mastering critical foreign languages. Students of diverse disciplines and majors are encouraged to apply. Participants are expected to continue their language study beyond the scholarship period, and later apply their critical language skills in their future professional careers.

### What are we looking for?

Award recipients are selected on the basis of merit, with consideration for:

Please submit your application using the online application system at <https://ais.americancouncils.org/cls>

- Academic record and potential to succeed in a rigorous academic setting;
- Commitment to language learning;
- Connection between target language and career/academic goals;
- Ability to adapt to an intensive program and a challenging cultural environment; and
- Contributions to the CLS Program and program goals.

In the CLS application, students are asked to submit short essays addressing these criteria, including their motivation for applying to the program, their academic and professional goals, and their ability to be successful on a rigorous, group-based overseas program. During the selection process, applications are evaluated based on each student's application as well as the input of two recommenders.

## Recommendation form

As someone who knows the applicant, we ask that you provide answers to the questions below. When responding to each question, we encourage you to share specific examples that will help provide the selection panel with a better understanding of the applicant's ability to be a successful participant on the CLS Program.

Please prepare a letter addressing each of the following five points:

1. How long have you known the applicant and in what capacity?
2. The CLS Program is an intensive, **group-based language and culture program**. This program requires students to study a language intensively in a situation of prolonged interaction with fellow students and to function in a challenging social and cultural environment. **Please comment on the applicant's emotional and social maturity and their ability to cooperate with a group of people.**
3. The ability to function in an immersive, often ambiguous, cultural climate is very important to a participant's success. **Maturity, flexibility and a willingness to engage** with and adapt to a new environment and culture is critical for every participant on the CLS Program. **Please describe the applicant's open-mindedness toward new ideas and the applicant's ability to adapt to new situations.**
4. CLS Program institutes cover approximately one academic year of university-level language coursework during an eight- to ten-week program. Please comment on the applicant's **overall preparedness for a rigorous academic program**. If you are familiar with the applicant's language-learning abilities, please also comment on the applicant's aptitude for learning a new language.
5. What additional **strengths** do you think the applicant will bring to the CLS group?

Additionally, please provide a response to the following prompt:

- Do you have any **concerns** about the applicant's ability to successfully complete the CLS program?

## Send this form, along with your completed recommendation to:

ATTN: CLS Program (Recommendation)  
American Councils for International Education  
1828 L St NW Ste 1200  
Washington DC 20036-5136

**Alternatively**, you may email it to: [cls@americancouncils.org](mailto:cls@americancouncils.org)

# Activities and Employment

**1) List up to five jobs, internships, and/or volunteer or campus activities that you have engaged in that demonstrate leadership capacity, community involvement or a connection to your professional goals. Include the following information:**

- Activity Name
- Start Date
- End Date

# Previous Programs, Honors, and Fellowships

## CLS Program Awards

### 1) Have you applied for the CLS Program in the past?

- Yes
- No

#### 1a) If yes, have you received a CLS Program award in the past?

- I received a CLS award and completed the program
- I received a CLS award, but did not attend or had to withdraw from the program
- I received a CLS award but declined
- I received a CLS award but did not successfully complete the program
- No, I have not previously received a CLS award

#### (i) If yes, are you applying for the same language as the CLS Program you completed previously?

- Yes, I am applying for the same language as a CLS Program I completed previously
- No, I am applying for a different language from the CLS Program I completed previously

**(i-i) If no, please explain how you are maintaining your language skills in the language for which you first received a CLS Award. Please address how learning an additional language will contribute to your academic and professional goals. Please comment on how you plan to use knowledge of both of these languages in your professional future.**

*Maximum of 150 words allowed.*

**(ii) If decline, please provide a short description of the reason that you declined the previous offer to participate in CLS. Please describe the difference that would allow you to participate in the program if awarded a CLS this year.**

*Minimum of 150 words required.*

**(ii-i) If did not successfully complete, please provide a short description explaining why you had to withdraw or were asked to leave the CLS Program.**

*Maximum of 150 words allowed.*

**(ii-ii) If you completed the program previously, please explain why the CLS Program is the best way for you to continue your language study. Please comment on why your additional participation in CLS would be a good investment for the U.S. government.**

*Maximum of 150 words allowed.*

### 1b) Please indicate all CLS Programs attended from 2006-2018. Include the following information:

- Year
- Language
- Level

- City

## U.S. Government Programs

### 2) Which of the following U.S. Government programs have you participated in?

Check all that apply

- Benjamin A. Gilman International Scholarship (Gilman)
- Boren Award (Fellowship or Scholarship)
- Congress-Bundestag Youth Exchange (CBYX)
- Foreign Language and Area Studies Fellowship (FLAS)
- Fulbright U.S. Scholar Program
- Fulbright U.S. Student Program (English Teaching Assistantship)
- Fulbright U.S. Student Program (Study/Research)
- Kennedy-Lugar Youth Exchange and Study (YES) Abroad
- Language Flagship Fellowship
- National Security Languages Initiative for Youth (NSLI-Y) Program
- STARTALK
- Title VIII Award (Research and Training on Eastern Europe and Eurasia)

**2a) If you checked any boxes above, please indicate the program, year and country for each. Include the following information:**

- Program Name
- Program Location, including city, state/region, and country
- Language studied (if applicable)
- Year

**2b) If you received a Fulbright U.S. Student Program (Study/Research) Award, were you also the recipient of a Critical Language Enhancement Award (CLEA)?**

- Yes
- No

## Honors and Fellowships

**3) Please list up to three other fellowships or academic honors that you have received.**

# Short Essays

Before you begin your essays, it is strongly recommended that you read the information on the CLS website pertaining to your language and watch the video providing guidance for writing effective application essays for the CLS Program at [www.clscholarship.org/apply](http://www.clscholarship.org/apply).

If you have previously participated in the CLS Program, you may not reuse the same essay responses from your previous application(s). If you applied previously but were not selected, you may reuse material from your previous application(s) if you wish.

## 1) Resilience

*Maximum of 300 words allowed.*

Successful study abroad experiences often require traits such as flexibility, tolerance, openness, and adaptability. On the CLS Program, you will be exposed to new opinions and worldviews. For example, you might find that there are differences in concepts of privacy; socially acceptable behaviors; the role of the individual in society; and/or values and political viewpoints.

- Give an example of when you had to adapt to a new and challenging environment or situation. What did you find challenging and what strategies did you use to adapt to the situation?

## 2) Preparation for the CLS Program

*Maximum of 300 words allowed.*

The CLS Program is an intensive, group-based overseas learning experience. The program involves adapting to a new culture and environment, an intensive academic program, and mandatory cultural activities that may not always align with your interests. CLS involves building new relationships with people from the host country and functioning day-to-day in another language. CLS cohorts are often very diverse and maintaining positive group relations can be challenging. There may also be challenges specific to the location in which you study, and your own identity, background, and experiences.

- What aspects of the CLS Program do you expect will be the most challenging for you?
- What knowledge, skills, and experiences will you draw on to meet these challenges?

## 3) Citizen Diplomacy

*Maximum of 300 words allowed.*

A key goal of the CLS Program is to increase the number and diversity of Americans who study and speak critical languages in order to develop mutual understanding between the people of the United States and the people of other countries. Languages offer an opportunity for communication and exchange, providing the foundation of a more peaceful world. CLS Program scholars bear responsibility for representing the United States as citizen diplomats in their host communities; they reflect a diversity of values, beliefs, and opinions that is fundamental to providing a balanced representation of the United States abroad (see the diversity statement of the Bureau of Educational and Cultural Affairs). CLS Program scholars are expected to contribute to the goal of building mutual understanding by sharing what it means to be an American, learning about the host culture, and building meaningful relationships.

- Make a case for how you will serve as an effective citizen diplomat abroad. How could you contribute to the mission of building mutual understanding between the people of your community and the people of your host community?

## 4) Commitment to Language Study

Please submit your application using the online application system at <https://ais.americancouncils.org/cls>

*Maximum of 200 words allowed.*

The CLS Program seeks to support students who are committed to acquiring a high level of linguistic and cultural knowledge about the regions and countries in which they study.

- What interests you about your chosen target language and the people who speak it?
- How will you continue to study this language after the CLS Program?

# Statement of Purpose

## 1) Statement of Purpose

*Maximum of 500 words allowed.*

Please address the following questions in your statement of purpose:

- How will increased language and cultural knowledge help you achieve your future academic or professional goals?
- Why is participation in the CLS Program appropriate for you at this point in your academic or professional career?
- Why should the CLS Program invest in you? What is it that you bring to the program?



# Statistical Information

This information will **not** be shared with application reviewers and will have no bearing on your selection for the CLS Program. It may be used in aggregate for the production of external reports or public presentations.

The U.S. Department of State and American Councils welcome all eligible applications and do not discriminate on the basis of race, color, religion, national origin, gender, age, or disability.

**The information you provide below will not affect your eligibility for the award, or have an impact on the evaluation or selection process.**

## 1) How did you learn about the program?

*Check all that apply*

- CLS Alumni or Participants
- Email Announcement
- Magazine
- Newspaper
- Poster
- School Presentation
- Social Media
- Study Abroad Fair
- University Staff
- Website or Internet Search
- Word of Mouth
- Other

### 1a) If you checked University Staff above:

*Check all that apply*

- Academic Advisor
- Campus Organization
- Diversity/Inclusion Office
- Fellowship Advisor
- Study Abroad Advisor
- Teacher/Professor

### 1b) If you checked Other above, please specify:

*Maximum of 250 characters allowed.*

## 2) How would you describe yourself?

*Check all that apply*

- Asian
- Black or African American
- Latinx or Hispanic
- Middle Eastern or North African
- Native American or Alaska Native
- Native Hawaiian or Pacific Islander
- South Asian

- White
- Multi-Racial
- Other
- I decline to state

**2a) If Other, please explain:**

*Maximum of 20 words allowed.*

**3) Are you a first generation college student?**

*Answer "No" if one of your parents or grandparents graduated from a four-year college*

- Yes
- No
- I decline to state

**4) Are you a Pell Grant recipient?**

- Yes
- No
- I decline to state

**5) Do you have a disability?**

- Yes
- No
- I decline to state

**5a) If yes, please explain:**

*Maximum of 100 words allowed.*

**6) Where did you graduate from high school, if applicable?**

**City:**

**Province/State/Governorate:**

**Country:**

# Review and Submit

## Final Review of Application

Before you submit your application, please be sure to review all sections. Make sure you have answered all the questions, attached all the required documents, and that you are satisfied with your responses.

Once you submit your application, you will no longer be able to make changes to any section of the application. Please note that due to the large volume of applications received, the CLS Program is unable to provide feedback on individual applications.

## Certification

### 1) Please sign your name below to indicate your agreement with this statement:

I certify:

- I completed this application and the written portions are my own work;
- Everything in this application is complete and true to the best of my knowledge;
- I understand that limited information from my application may be shared with representatives of my university, for example study abroad or fellowships advising offices, including my name, degree information and choice of language;
- I understand that American Councils and the U.S. Department of State will not discuss individual selection decisions with applicants; and
- I understand that my application is in no way an offer or a guarantee of an offer for a Critical Language Scholarship award.

**Signature:**

**Date:**

## Additional Information

### 2) Would you like us to contact you with information about CLS and other U.S. Study Abroad programs in the future?

*You may unsubscribe from emails at any point in the future.*

Yes! Please add me to your mailing list.