



EWC GRADUATE DEGREE FELLOWSHIP APPLICATION CHECKLIST

- Review the [Graduate Degree Fellowship Application Handbook](#) to determine your eligibility and to be sure that you understand program requirements. You must be admitted to a University of Hawaii graduate degree program to be eligible for the Fellowship.
- If you are not yet enrolled in a graduate degree program, visit the University of Hawai'i website manoa.hawaii.edu/graduate and follow the instructions there to apply for your chosen field of graduate study. You must apply directly to the University by December 1, and provide proof of your application submission to EWC. Your application to the admissions office and academic program must be complete by January 10.
- If you are an international student who must provide proof of English proficiency to the University of Hawai'i, make arrangements to take TOEFL or IELTS and have scores reported to the East-West Center. See the [Application Handbook](#) for further details on how to send scores.
- Identify three individuals to provide a letter of reference. Two individuals should comment on your academic and long term objectives (click here to download the [academic letter of reference form](#)) while the third should comment on your involvement with community service projects, civic engagement or extra-curricular activities (click here to download the [civic engagement letter of reference form](#)).

You **must submit your Fellowship application by December 1** and should have the following documents on hand to upload to your online application:

- Proof of UH application submission (Application Acknowledgement receipt) for prospective students applying for admission.
- University of Hawai'i statement of objectives (refer to academic program for instructions); not applicable for current UH students who are continuing in their same degree and field.
- Curriculum vitae.
- Copy of passport biodata page if available (for international applicants).
- If applying for the Obuchi Student Scholarship, please submit a photocopy of permanent domicile in Okinawa or a certificate of residence for Okinawa, to show your eligibility to apply for the Obuchi Student Scholarship.

By January 10, the following documents must arrive directly from the appropriate institution or individual to complete your application:

- One (1) official transcript from each institution attended. (We will accept copies of transcripts that are certified by the UH Graduate Division Office.) Current UH students must also provide a copy of their *Campus Report by Semester* grade report for coursework already completed.
- Three (3) Letters of Reference.
- Prospective international students who are seeking admission must provide an official TOEFL or IELTS test score report from the testing service if proof of English proficiency is required.

Any physical documents should be sent to the East-West Center at the following address:

Registrar's Office/Graduate Degree Fellowship
East-West Center
1601 East-West Road
John A. Burns Hall, Room 2066
Honolulu, Hawai'i 96848-1601 USA

Telephone: 808.944.7735 | Fax: 808.944.7730 | Email: scholarships@eastwestcenter.org
EastWestCenter.org/gdf

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