

East-West Center

GRADUATE DEGREE FELLOWSHIP OVERVIEW AND APPLICATION INFORMATION

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TABLE OF CONTENTS

Part I: Overview of the East-West Center Graduate Degree Fellowship

| | |
|---|----|
| East-West Center | 1 |
| The University of Hawai‘i | 1 |
| East-West Center Graduate Degree Fellowship..... | 1 |
| Key Components of the East-West Center Fellowship Experience..... | 2 |
| Student-Led Projects and Initiatives | 3 |
| Award Conditions | 3 |
| Length of Award | 3 |
| Eligibility..... | 4 |
| Bachelor’s Degree and Grade Point Average..... | 4 |
| Citizenship or Permanent Residence | 4 |
| Visa..... | 5 |
| Funding for a Second Degree | 5 |
| Funding Provisions | 5 |
| Basic Provisions | 5 |
| Housing | 5 |
| Spouses and Dependents | 6 |
| Estimated Expenses Beyond the Provisions of the Fellowship..... | 6 |
| Supplemental Funding..... | 7 |
| Tax Information on Fellowships..... | 10 |
| U.S. Government and State of Hawai‘i Taxes | 10 |
| Applying to the East-West Center and University of Hawai‘i..... | 11 |
| Obtaining Application Forms | 11 |
| Exams and Score Reports | 12 |
| Academic Transcripts | 12 |
| Letters of Reference..... | 13 |
| Submission of Application Material | 13 |
| The Review Process / Timetable..... | 14 |
| Commencement of the Program | 15 |
| Other Scholarships | 15 |
| Asian Development Bank Scholarships | 15 |
| Obtaining Additional Information and Application Material | 16 |

The East-West Center promotes better relations and understanding among the people and nations of the United States, Asia, and the Pacific through cooperative study, research, and dialogue. Established by the U.S. Congress in 1960, the Center serves as a resource for information and analysis on critical issues of common concern, bringing people together to exchange views, build expertise, and develop policy options. The Center is an independent, public, non-profit organization with funding from the U.S. government, and additional support provided by private agencies, individuals, foundations, corporations, and governments in the region.

I. OVERVIEW OF THE EAST-WEST CENTER GRADUATE DEGREE FELLOWSHIP

The East-West Center

Since its founding in 1960, when the U.S. Congress established the East-West Center (EWC) as an education and research institution to strengthen relations and understanding among the nations and peoples of Asia, the Pacific and the United States, the Center has promoted the development of a peaceful, prosperous, and just Asia Pacific community through programs of cooperative study, training, and research.

The need for regional cooperation and community building among nations has never been greater. This is an era of increasing social, economic, and technological interdependence in which leaders in every arena must possess regional literacy, knowledge based on multi-cultural perspectives, and a shared sense of community.

The thread of cooperative study runs through all of the Center's programs, whether conducted on campus or off, in the classroom or in the field, for students or for professionals. At the Center, learning is a collaborative process in which each person contributes knowledge, experience, and perspective to benefit all participants. It recognizes the importance of establishing a basis for the comfortable exchange of ideas by building an environment of openness, trust, and shared community.

The East-West Center is unique among international institutions in its focus on community building at the campus level as a stepping-stone to community building in the Asia Pacific region. While at the Center, participants learn, work and live together, and extend helping hands to the local community. The East-West Center experience is one of grassroots relationship building, cultural exchange, shared experiences, and communal preparation for future leadership roles throughout the region.

The University Of Hawai‘i

The University of Hawai‘i at Mānoa is the flagship campus of the state university system. It was founded in 1907 and is located on 320 acres of land in Mānoa Valley, close to the center of metropolitan Honolulu. It is a comprehensive research university offering bachelor's degrees in 97 fields of study, master's degrees in 85, and professional and doctoral degrees in 57 fields. It enrolls approximately 20,000 full-time students each semester of whom 5,500 are graduate students.

The University of Hawai‘i (UH) and the East-West Center are separate organizations but maintain close institutional ties through a variety of programs, such as the Graduate Degree Fellowship Program. All reference in this booklet to the University of Hawai‘i refers to the Mānoa campus. Visit <http://manoa.hawaii.edu/graduate> for more extensive information on the University of Hawai‘i and its graduate programs.

East-West Center Graduate Degree Fellowship Overview

The East-West Center Graduate Degree Fellowship provides master's and doctoral funding for graduate students from Asia, the Pacific, and the United States to participate in educational, cultural, residential community building, and leadership development programs at the East-West Center while pursuing graduate study at the University of Hawai‘i. Undertaking degree studies at the UHM through an East-West Center fellowship is not merely about receiving a financial aid scholarship. Since the basic purpose of the East-West Center is to build a sense of Asia-Pacific community and prepare for future leadership roles, EWC graduate student fellows live together and interact with each other in both intellectual and social activities. They are from the very outset an identifiable group committed to the notion of building an Asia-Pacific community. Through team-building activities, leadership development projects and internships, learning about the Asia Pacific region, cultural exchange, educational enrichment gatherings, community service and service learning projects, EWC graduate

degree fellows establish friendships and lifelong ties to a network of people committed to positive change in the Asia Pacific region.

The graduate degree fellowship covers the cost of tuition and fees, books, housing in an East-West Center dormitory, health insurance, and partial funding toward meals and incidental expenses. Funding for field study and conference presentations is offered on a competitive basis during the fellow's period of study.

Priority in the student selection process is given to applicants with a demonstrated commitment to the Asia Pacific region.

Applicants interested in consideration of the Graduate Degree Fellowship, EWCA Alumni, supplemental and standalone scholarships funded through endowed scholarships should complete the Graduate Degree Fellowship scholarship application for consideration.

KEY COMPONENTS OF THE EAST-WEST CENTER FELLOWSHIP EXPERIENCE

Beyond fulfilling degree requirements at the University of Hawai‘i, East-West Center graduate degree fellows have opportunities to enhance their degree studies by participating in the East-West Center community and its programs. These key experiential components include:

Living on Campus at the East-West Center

Located in Honolulu adjacent to the University of Hawai‘i, the Center’s 21-acre campus features conference, research, and residential facilities nestled in the heart of beautiful Mānoa Valley. Students and other EWC participants are required to live in residence halls that include nearly 500 rooms. Living, cooking and sharing meals together in the residence halls is a vital experience in community building that begins at the Center. Through this residential community, East-West Center students develop lifelong relationships and a powerful sense of community with others who share an interest in the Asia Pacific region. Further information about the EWC residence halls may be found at our website <http://www.eastwestcenter.org/about-ewc/housing/student-housing>.

Participating in Regularly Scheduled Center Activities and Seminars, Including:

- **Community Building Institute**

The East-West Center Community Building Institute (CBI) is an academic program for participants on new awards. CBI integrates team building activities for East-West Center communities with dialogues on concerns related to Asia Pacific communities.

- **Community Service:** Degree fellows devote up to 90 hours to community service during their award period. Through service learning activities, participants develop leadership skills, and broaden their understanding of Hawai‘i and its multicultural community, and the ways in which transformational change can take place at personal, professional and grassroots levels.

- **Wednesday Evening Seminar:** The Wednesday Evening Seminar (WES) is a gathering of Center participants on a new award in their first fall and spring semesters. WES brings together fellows from diverse academic disciplines, geographic areas, and life experiences, to learn and dialogue on issues of common concern that impact the United States and Asia Pacific region. While graduate degree fellows focus their attention in highly specialized disciplines of study at the University, the Wednesday Evening Seminar strives to challenge EWC fellows to explore issues that may be beyond their range of expertise or comfort zones; to explore issues facing the Asia Pacific region, and, in the process, forge bonds among themselves that ultimately strengthen the Center’s diverse, global community. This seminar

series is planned and organized by East-West Center degree fellows as part of an internship and leadership development experience. Through invited expert speakers, films, and facilitated small group discussions on themes relevant to the United States and Asia Pacific region, the WES strives to create an environment for academic interaction and cultural learning between participants who themselves represent the vast diversity within the Asia Pacific region. In the process, fellows gain insights and forge bonds that carry with them to their home countries, linking them to the Center's diverse global community.

- **East-West Center leadership development projects and internships:** Several internship possibilities are offered each year. Degree fellows in internship programs gain leadership experience in planning and organizing student activities including the International Graduate Student Conference, the Wednesday Evening Seminar, and support and enrichment gatherings. Internships have also been arranged in the EWC Publications Office and the Research Information Services.

STUDENT-LED PROJECTS AND INITIATIVES

Participants in the East-West Center Education Program participate in an exciting spectrum of extracurricular activities, student-led projects and initiatives that draw upon and highlight the Center's broad diversity of cultural perspectives and traditions.

East-West Center International Graduate Student Conference

This multi-day conference, organized by graduate degree fellows at the Center, has become one of the premier graduate student conferences in the world, and the largest focusing on the Asia Pacific region. Through paper presentations, panel discussions, and poster sessions, participants have explored themes across disciplines that impact the Asia Pacific region. Conference chair and co-chair are internship positions held by two graduate degree fellows. Visit www.EastWestCenter.org/studentconference.

East-West Fest

East-West Center students work together to organize this popular, educational, and fun-filled day of sharing their talents, crafts, music, cuisine, games, and goodwill with the Hawai'i community. Held outdoors on the Center campus, this festival promotes international cooperation and understanding, which are the underpinnings of all East-West Center endeavors.

East-West Center Participants Association

One of the objectives of the East-West Center Participants Association (EWCPA) Board is to create a vibrant and cohesive participant community that interacts, shares, and appreciates talents, arts, cultures, thoughts, and good will with one another. Ongoing activities include weekly films, shuttles to area markets, as well as participant organized social and cultural events. Visit <http://ewcpa.wordpress.com/home/> for more current and scheduled events.

AWARD CONDITIONS

Length of Award

EWC Graduate Degree Fellowships are granted on an annual basis. These grants are made initially for twelve months but may be renewed an additional year, subject to funding availability, and timely and satisfactory progress toward completion of the degree and fulfillment of East-West Center requirements. The total award length may be less than 24 months, depending upon the academic status of the student at the time the award is given and the time necessary to complete degree requirements.

Eligibility

Eligibility to apply is determined by an individual's ability to meet the following conditions:

Bachelor's Degree and Grade Point Average

Before the start of the award, applicants for graduate programs must have obtained a 4-year bachelor's degree or its equivalent from an accredited U.S. college or university or from a recognized institution of higher learning abroad. Equivalency is determined by the University of Hawai'i Admissions Office. Generally, an applicant must have a minimum grade point average of 3.0 (4.0=A scale) or the equivalent, in the last four semesters or six quarters of the undergraduate record and in all post-baccalaureate work.

Citizenship or Permanent Residence

The Center's original mandate by the United States Congress established its geographical area of interest as Asia, the Pacific, and the United States. Individuals who are citizens or permanent residents of the United States or a country listed below may apply for East-West Center fellowships:

Southeast Asia

Brunei
Burma
Cambodia
Timor-Leste
Indonesia
Lao, People's Democratic Republic
Malaysia
Philippines
Singapore
Thailand
Vietnam

East-Asia

China
Hong Kong
Japan
Korea, Democratic People's Republic of
Korea, Republic of
Macau
Mongolia
Russia
Taiwan

South Asia

Afghanistan
Bangladesh
Bhutan
India
Iran
Maldives
Nepal
Pakistan
Sri Lanka

Pacific Region

American Samoa
Australia
Cook Islands
Federated States of Micronesia
Fiji
French Polynesia
Guam
Kiribati
Marshall Islands
Nauru
New Caledonia
New Zealand
Niue
Northern Marianas
Palau
Papua New Guinea
Samoa
Solomon Islands
Tokelau
Tonga
Tuvalu
Vanuatu
Wallis & Futuna Islands

U.S.

United States
Puerto Rico
Virgin Islands

Note: For applicants with dual citizenship, if the United States is one of the countries in which the applicant has dual citizenship, the application will be processed as a U.S. applicant.

For applicants with dual citizenship, please note that *only* citizens from countries on the list above are eligible for this fellowship and for the J-1 visa if awarded the fellowship. For example, if an applicant has dual citizenship in the United Kingdom and Pakistan, the application will be processed as an applicant from Pakistan. If awarded the fellowship, the applicant must use his/her Pakistani passport to be eligible for the J-1 visa and fellowship.

Visa

Degree fellows who are not citizens or permanent residents of the United States are required to come to the Center on the Exchange Visitor (J-1) visa and are subject to all provisions of the Exchange Visitor Program.

The intent of the Exchange Visitor Program is to have participants return to their home countries upon program completion to share and apply the knowledge and experience gained during their program at the Center. Exchange visitors on East-West Center sponsorship are required to return to their home country for an aggregate period of two years after completing their exchange visitor program. Graduate degree fellows (except for those on ADB fellowships) are eligible to apply for post-completion academic training upon completion of their degree program. For further information contact the East-West Center Visa Office at wongv@eastwestcenter.org.

Funding for a Second Degree

East-West Center degree fellows who have completed either an undergraduate or graduate degree under Center sponsorship (regardless of the funding source), and are pursuing an advanced degree, may apply for another fellowship administered by the Center for which they meet the eligibility requirements. They will however have a lower priority during the selection consideration having already been supported by the Center for one degree.

FUNDING PROVISIONS

Basic Provisions

The East-West Center Graduate Degree Fellowship provides the following funding:

- Tuition and fees up to the equivalent of the tuition charged for post-baccalaureate students at the University of Hawai‘i at Mānoa toward master’s or doctoral studies;
- Housing in a Center residence hall, based on single occupancy;
- A stipend to partially cover food and incidental expenses (Refer to the section on taxes on stipends for additional information.);
- An allowance for books, materials and supplies; and
- Health insurance coverage.

All provisions above are subject to change.

Housing

Recipients of the fellowship who are single or married with no accompanying dependents below 18 years of age are required to reside in Center dormitories. Single students reside in a single room.

Married students accompanied by a spouse reside in a double room. (Pets are not allowed in these dormitories.)

Individuals with minor dependent children cannot be accommodated in on-campus facilities and must reside off-campus.

Information about East-West Center housing facilities may be found at our website
<http://www.eastwestcenter.org/about-ewc/housing/student-housing>.

Spouses and Dependents

The East-West Center Graduate Degree Fellowship does not provide support for spouses and dependents. No additional stipend payment or travel allowance is made on the basis of marital status and the amount received will not adequately support a family.

Degree fellows are required to come to Honolulu alone for the first semester of the award to become acquainted with the Center, the University of Hawai‘i, and the Honolulu community, before arranging to have their families join them from abroad.

Degree fellows who plan eventually to bring their families should be fully aware of the high cost of living in Honolulu, the limited availability and high cost of off-campus housing, and especially the difficulty in finding employment opportunities for spouses.

The Center provides limited assistance in the following ways:

- During the period of the fellowship, the Center may arrange dormitory space for the spouse by providing a double room beginning the second semester of the award. The degree fellow is responsible for the additional cost of a double room beyond the single-room rate.
- If a degree fellow is joined by dependent children below the age of 18, the family must reside off-campus as the Center’s residence halls are not allowed to house minors. Beginning the second semester of the award, the degree fellow living off-campus with family is eligible for an off-campus housing allowance equivalent to the rate of the single room in the East-West Center residence hall.
- The degree fellow is responsible for all other costs for the spouse and children.

Estimated Expenses Beyond the Provisions of the Fellowship:

- Living expenses beyond the fellowship are estimated at \$400 per month, or \$4,800/year.
- Travel to and from home country and Honolulu.

Degree fellows are responsible for all personal and academic expenses not covered by the Center fellowship.

Students are encouraged to seek and obtain financial support for one or more of the above categories from other sources where possible. The availability of funding from other sources should be noted on the *Verification of Funds for Expenses Beyond the Provisions of the Scholarship* form included in the application packet.

Policy on Work: A student may request permission to work on campus to earn funds that can contribute toward meeting living expenses. Under certain circumstances, students may be eligible to work additional hours during official school breaks and school vacations.

Supplemental Funding

Travel Grants: Subject to funding availability, funding for field study and conference presentations is offered to degree fellows on a competitive basis during their study period.

Endowed and Named Scholarships: Through the generosity of the Center's friends and alumni, supplementary scholarships have been established to assist East-West Center students. The Center may be able to make available a limited amount of supplemental scholarship support to Graduate Degree Fellowship finalists with financial need on a case by case basis. Applicants must complete the form included in the application packet, *Verification of Funds for Expenses Beyond the Provisions of the Scholarship* to be considered for these awards. Some of these awards may be made to semifinalists in the Graduate Degree Fellowship competition who do not receive a Graduate Degree Fellowship.

The following is a summary list of supplementary scholarships established to assist the Center's degree fellows. Visit www.EastWestCenter.org/gdf for additional information.

- **East-West Center Association (EWCA) Alumni Scholars Awards**
Established by alumni from the 60's and currently contributed by alumni from all generations to the present to support scholarships as a legacy to help future generations of students participate in East-West Center education programs.
- **Faith C. Ai and Cynthia J.C. Ai Scholarship**
Cynthia Ai is an alumna of the Center's student programs and has been a long-time friend and supporter of the East-West Center. She established a scholarship to perpetuate the memory of her mother, Faith C. Ai, and to honor her life-long devotion to educating Hawai'i's children.
- **George R. Ariyoshi Award**
This fund, named after George R. Ariyoshi who served as Governor of Hawai'i from 1974 to 1986, and currently serving on the Center's Board of Governors, is funded through private donations to assist degree fellows.
- **Senen and Yolanda Bacani Fellowships**
EWC 1960s alumni Senen and Yolanda Bacani established a fellowship to assist students with a priority from the Philippines in fields related to agriculture and other challenges of landscapes in transitions, including land-use, agrarian-urban transitions, and building capacities to manage protected areas.
- **Michael and Margie Berueda Scholarships**
The Michael and Margie Berueda Scholarships provide awards for Degree Fellows and Asia Pacific Leadership Program Fellows from the Philippines or the state of Hawai'i in fields of healthcare or engineering. Michael is a registered land surveyor and Margie is a registered nurse (RN). They established Residential Choices, Inc., a healthcare case management agency that serves the elderly and the frail in a community-based setting.
- **Brara Brothers Fellowships**
Arvinder (Ari) and Jaswinder (Jay) Brara are brothers who were East-West Center grantees during the 1970s. They established the Brara Brothers Fellowships to provide awards each year to Degree Fellows who have an outstanding academic record and financial need with a preference for students from India and the United States.

- **James Francis and Lorinda Chew Cheng Fellowships**

With a shared vision with the East-West Center for building an Asia Pacific Community, this fellowship was established to encourage and support individuals from China or Taiwan in their pursuit of study and research.

- **Uhn-Kyung Choi Scholarship**

Dr. Uhn-Kyung Choi was an East-West Center grantee from 1964-66, studying Teaching English as a Second Language. Later, she served as a TESOL instructor with the Peace Corps, visiting professor at SOAS, University of London; and lecturer of Korean Culture at the Korea International Cooperation Agency. Dr. Choi, now Professor Emeritus at Duksung Women's University in Seoul, Korea, established this fund to assist EWC students with financial needs, with a preference to assist those with an interest in Korea.

- **Richard H. and Hester V. Cox Fellowship**

Formerly a Vice President with Alexander and Baldwin, Richard H. Cox has served voluntary at EWC on a committee regarding water issues. He is a member of the Friends of the East-West Center, and is a major supporter of the Center's Arts Program. He and his wife Hester V. Cox established a fellowship to support outstanding students preferably from Vietnam as well as other students from Southeast Asia and the United States.

- **East-West Center Association (EWCA) Okinawa Chapter Endowment**

First of the East-West Center Association alumni chapters to establish an endowment, the EWCA Okinawa Chapter Endowment supports deserving students from Okinawa who have an outstanding academic record, leadership experience, and financial need.

- **Glenna Eshleman Scholarship**

A past participant in East-West Center's programs for educators, Glenna Eshleman established a scholarship to assist students at the East-West Center who are preparing for careers in education.

- **Eddie and Elaine Flores Endowed Scholarship Fund**

Former member of the Board of Governors and owner of L&L Hawaiian Barbeque, Eddie Flores, Jr. and his wife Elaine established a scholarship fund to assist East-West Center students, with a priority for those from the Philippines, China, Hong Kong, and Hawai'i.

- **Buddy & Melga Torre Gendrano Fellowships**

Melga Torre Gendrano, an EWC alumna, and her husband established an endowment to assist students with intention of future involvement in the fields of education and/or agriculture.

- **Eleanor and Hermann Haus Fellowships**

Stephen Haus and his brother and sisters established the Eleanor and Hermann Haus Fellowships in honor of their parents and belief that students educated in sustainability will change their home countries and the world.

- **Paul S. Honda Fellowship**

A member of the Center's Foundation Board, Mr. Honda established the Paul S. Honda Fellowship to assist East-West Center students who have an intention of future involvement in international relations.

- **Harold and Constance Lane Memorial Scholarship**
Friends of East-West Center Steve Lane established this scholarship in honor of his parents who were friends of the Center for more than 40 years and remembered by several generations of EWC students for their hospitality. This scholarship will assist East-West Center students with an outstanding academic record and financial need.
- **Ted and Doris Lee Studies in Asia Endowed Fund**
Established by former Board of Governor member Ted Lee and his wife Doris, this fund will provide travel awards for American East-West Center degree students to have a learning experience in Asia. Priority will be given for field research or language study in Singapore. Other countries in the Association of Southeast Asian Nations (ASEAN) may also be considered as field research and language study locations.
- **Sumi Makey Scholars Awards**
Sumi Makey, former East-West Center Dean of Student Affairs, established an endowment to assist students from Southeast Asia, and particularly women, with a background and interest in the arts and humanities.
- **Ashok Kumar Malhotra Seva (Compassionate Service) Awards**
Established by a dedicated volunteer himself, 1960's alumnus Ashok Malhotra created a fund to reward and encourage public service.
- **Parvathy Menon-Mohan Fellowships**
Mohan Mohan and Parvathy (Paru) Menon-Mohan were student grantees at the East-West Center from 1968 to 1970 where they met. Paru passed away in 2013 after bravely fighting cancer for several years. Mohan established the Parvathy Menon-Mohan Fellowships to provide awards for participants from India with an intention of future involvement in the fields of science or education.
- **Edison H. and Sallie Y. Miyawaki Fellowships**
Dr. Miyawaki, chairman, president and CEO of Family Health as well as co-owner of the Cincinnati Bengals since 1994, created this scholarship fund to extend the family's philanthropic efforts to assist East-West Center students, with a priority to assist students from Hawai'i and Japan.
- **Jerry and Tsue Ostermann Scholarship**
Gerald A. Ostermann and Tsue Asami Ostermann met at the East-West Center, fell in love, married, raised a family and built a life based on the values and understanding they experienced at the Center. They established the Jerry and Tsue Ostermann Scholarship to give students the same opportunity to participate in the East-West Center experience.
- **Omni Trak Loui Schmiker Scholar Award**
OmniTrak Group founder, President and CEO Patricia Loui celebrated her company's 25th anniversary by establishing this fund to assist students from Hawai'i, Thailand, China and Japan who undertake research that will impact private sector, public-private sector partnerships, or the role of global corporations as an agent of change in development.
- **Jean E. Rolles Fellowships**
Jean Rolles has served on the Center's Foundation Board of Directors and the Board of Governors and established an endowment to provide awards to students in the fields of environment, economics or the travel and hospitality industry.

- **The Royal Sala Thai Scholarship Fund**
To commemorate the dedication of the new Royal Sala Thai at the Center in 2008, and in recognition of the importance of leadership to the future of Thailand and the Asia Pacific region, EWC alumni established this fund to assist students from Thailand.
- **Puongpun and Thanh-Lo Sananikone Scholarship**
Alumni and supporters of the Center, Puongpun serves on the Board of Governors, and Thanh-Lo serves on the Foundation Board. They established this scholarship to benefit outstanding students from Laos and Vietnam, or students with Laotian or Vietnamese heritage.
- **Haigo and Irene Shen Scholarship**
Established by alumnus, Haigo and his wife to benefit students from China, Hong Kong, and Taiwan in health, education, architecture, urban and regional planning, engineering, and those committed to a teaching career.
- **Toufiq & Ulrike Siddiqi Degree Scholars Awards**
A former staff member and his wife, a long-time volunteer at the Center, established an endowment to help East-West Center graduate degree fellows from South Asia.
- **Ann Dunham Soetoro Fellowship**
Through a University of Hawai‘i Foundation endowment honoring Ann Dunham Soetoro, fellowships will be awarded to students focusing on anthropology or other social sciences.
- **Trudy and Al Wong ‘Ohana Scholarship**
Host family to hundreds of EWC students, the Wong family and alumni want to assist students with leadership qualities, personal initiative and commitment to community and social service engagement.
- **Dennis C. Zvinakis Awards**
The family and friends of alumnus Dennis C. Zvinakis established a fund in his memory to help deserving students from Indonesia, Laos, Cambodia, Vietnam, and the United States.

TAX INFORMATION REGARDING FELLOWSHIPS

United States Government Taxes

In 1986 the United States Government passed a Tax Reform Act that only partially allows the financial assistance provided through a scholarship or fellowship to be exempt from taxes. Only those items directly related to a degree fellow’s academic program such as tuition and fees, books and materials and supplies, are exempt. Funds for food and incidental expenses, housing and health insurance provided by the Center from United States funding sources, are subject to United States Government taxes.

Some students may be exempt from United States Government taxes by virtue of tax treaties that the United States Government has signed with a number of countries. While provisions vary from country to country, treaties with such countries as China, Indonesia, Korea, Thailand, and the Philippines will exempt most degree fellows from paying United States Government taxes on their East-West Center degree fellowship. Specific treaty benefits for each nation can be found in Internal Revenue Service Publication 901.

For **non-resident students from all other countries**, the Center is required by law to withhold taxes each month at a 14% rate of all taxable items (housing, health insurance and monthly stipend). **U.S. students and permanent residents** are responsible for paying their own taxes. Since the Center can only withhold taxes for non-residents, U.S. students and permanent residents are strongly encouraged to pay estimated taxes.

State of Hawai‘i Taxes

The State of Hawai‘i also taxes that portion of the Center fellowship that provides for food and incidental expenses, housing and health insurance, but at a lesser rate. All students, including those from tax treaty countries, are subject to State of Hawai‘i taxes as tax treaties only exempt United States Government taxes. Since the State does not have a withholding capability for non-employees, all students are encouraged to pay estimated State of Hawai‘i taxes.

APPLYING TO THE EAST-WEST CENTER AND UNIVERSITY OF HAWAI‘I

East-West Center Graduate Degree Fellowships support graduate study at the University of Hawai‘i in fields relevant to the goals and objectives of the East-West Center. Because degree fellows are involved in programs at the East-West Center, as well as in advanced degree work at the University of Hawai‘i they have obligations to both institutions.

It is not necessary to obtain admission to a field of graduate study at the University of Hawai‘i *before* applying to the East-West Center. Application to both the University of Hawai‘i and East-West Center may be done concurrently by submitting both applications and all supporting documents directly to the East-West Center.

Fellowships are awarded annually in an international competition. The deadline for the competition is **November 1, (or following Monday if deadline falls on a weekend)** for study to begin the following August.

Obtaining application forms

Download application material for the Graduate Degree Fellowship from the East-West Center website www.EastWestCenter.org/gdf including:

- a) Graduate Degree Fellowship Application Form
- b) Essay questions
- c) Letter of Reference Form (provide two academic or professional references)
- d) Letter of Reference for Community Service/Civic Engagement/Extra Curricular Activities Form (provide one reference)
- e) Verification of Funds for Expenses Beyond the Provisions of the Scholarship

If you are unable to download application material from our website, please email your request to scholarships@eastwestcenter.org.

If you are not already enrolled in a University of Hawai‘i graduate degree program or if you plan to change your academic program, please also download a copy of the University of Hawai‘i Graduate Division Admission Application Instructions and an application form for each field of study you seek to enter. Do not use the Graduate Division Admission Application Form if you are seeking admission to any business program at the master’s level, or a Law Program. The application form for these fields must be obtained from the respective program.

Contact the appropriate University of Hawai‘i academic program to find out what is needed to gain admission to that program and download required *departmental* application forms. Use this link to

connect to individual department websites: <http://www.manoa.hawaii.edu/graduate/content/graduate-programs>

Exams and score reports

Make arrangements to register for any exams such as TOEFL, IELTS, GRE or GMAT that may be required for your admission to the University of Hawai‘i. Official results from these exams should be sent by the testing service directly to the East-West Center. Please use institution code 4868 for TOEFL and GRE scores or the address below when reporting your IELTS results:

Award Services/Graduate Degree Fellowship
East-West Center
1601 East-West Road
John A. Burns Hall, Room 2066
Honolulu, Hawaii 96848-1601 USA

GMAT results should be reported to 4HF-DD-47 for MBA programs or 4HF-DD-77 for Travel Industry Management.

The East-West Center will begin the preliminary review process to ensure that the criteria for the fellowship is met before forwarding the application to the University of Hawai‘i. For international applicants, TOEFL or IELTS scores will be taken into consideration as part of the EWC application unless waived by University of Hawai‘i admission policies regarding proof of English proficiency. It is therefore important that you provide your score report before the review process begins. If you are unable to register early enough for results to be available during the preliminary selection process, it is important that you indicate on the EWC application your expected date to take the exam.

The Center requires a TOEFL minimum IBT score of 79-80 and 6.5 for IELTS. GRE and GMAT scores are not required for the Fellowship application but should be submitted to the East-West Center to complete the University of Hawai‘i application if required by the UH department to which you are applying. If your application passes the first phase of the Center’s selection process, we will need all required official test scores by mid January to ensure that the University is able to review your application and provide us with a timely decision on admission before the EWC final selection process commences in March.

Academic transcripts

An official transcript is required from each college or university you list on your EWC and UH application forms. Please request two sets of official transcripts from each of the institutions you list to accompany your East-West Center and University of Hawai‘i application. An official transcript must be certified by the appropriate school official in charge of maintaining academic records and bears the actual inked stamp or embossed seal of the institution. A copy of the degree and/or graduation certificate, certified in the same manner as the transcript, must be included if the transcript does not list the type of degree awarded or date of graduation. Photo or scanned copies of documents bearing certification do not meet this requirement. Only documents that are received in sealed envelopes of the issuing school are considered official. Academic documents from certain geographic regions may have additional requirements so please be sure to refer to the University of Hawai‘i application instructions for further details.

Your college or university should mail your transcripts directly to the East-West Center but if this is not their policy, you may include them with your application if they are in sealed school envelopes. Documents that arrive before your application will be kept on file until we are able to consolidate them with your application.

Please note that *currently enrolled* UH graduate students applying for the fellowship need not provide official transcripts since you have already gained admission to your academic program. However, the Center does need a copy of your academic records as the selection is based partly on academic merit. We therefore suggest you arrange with your academic program or the Graduate Admission Office to forward a copy of all of the transcripts listed on your application to the East-West Center. One official UH transcript should also be provided for coursework already completed.

Letters of Reference

Please identify three individuals who would be willing to recommend you to the fellowship program. Two of the individuals should comment on your academic and long term objectives, while the third referee should reflect on any community service, civic engagement or extra curricular activities you have been involved with. Please be sure that your name and the recommender's name are on the letter of reference form before giving it to the letter writer.

Submission of application material

Applications that are postmarked by November 1, (or following Monday if deadline falls on a weekend) will be considered for the fellowship. Please take your EWC and UH application forms and essay responses for both applications to the post office or other mail service to be delivered to the East-West Center. If you mail your application close to the deadline, be sure to obtain a receipt as proof that it was accepted by the mail service. If you plan to personally deliver your application to the East-West Center, please arrive before the Award Services Office closes at 4:30 p.m on day of deadline.

Your application should include the following:

- a) Graduate Degree Fellowship application. If you are applying to more than one academic program, list both programs on one application in order of preference. Do not submit a separate application for each academic program.
- b) A cover letter and responses to all four essay questions and curriculum vitae. Essay question #5 is required only if you are seeking consideration by the Asian Development Bank Scholarship. Please visit the East-West Center website www.EastWestCenter.org/adb or www.adb.org/jsp for further information regarding eligibility before indicating your interest in the ADB Scholarship.
- c) University of Hawai'i Graduate Admission application. If you are applying to two fields of study, a separate application form must be provided for each academic program.

The application fee (refer to UH application instructions for cost) must be included if you are seeking admission independent of the EWC fellowship decision. The appropriate UH admissions office will charge the application fee payment when they process your application. The application fee may be paid by credit card, check or money order. Cash payments are not accepted. If paying by credit card, please be sure that your card is valid until the end of January. Checks and money orders should be made payable to the "University of Hawai'i."

If you are an international applicant seeking independent admission and are not applying for financial support from the University, you must provide the Confidential Financial Statement Form to show proof of financial responsibility. The form may be obtained from the University's website <http://manoa.hawaii.edu/graduate/content/forms>.

If you apply directly to the University of Hawai‘i, it is not necessary to also provide the paper application to the East-West Center. We would however appreciate it if you would provide the confirmation number of your application so that we can confirm your application with the Graduate Admission Office.

- d) Departmental application forms, statement of objectives, writing sample, etc. that are required by the University of Hawai‘i academic program. Recommendation letters that are specific to the academic program should be returned directly to the department.

THE REVIEW PROCESS/TIMETABLE

The East-West Center and University of Hawai‘i application forms are reviewed in the following sequence:

- 1) The **Award Services Office** reviews the forms for completeness and the required supporting documents and test scores.
- 2) The **East-West Center Review Committee** determines general relevance to East-West Center programs and decides which applications will be forwarded to the University of Hawai‘i. Email notification will be sent by early January to all applicants regarding the continued consideration of their application. Application to the East-West Center does not guarantee review for admission to the University of Hawai‘i unless the individual requests independent consideration. (Refer to the application section on **Independent UH admission** for additional information.)
- 3) The appropriate **University of Hawai‘i admissions office** reviews applications to determine whether the applicant meets minimum admission requirements. Incomplete applications will not be reviewed. Applications from individuals who are currently enrolled as classified graduate students at the University of Hawai‘i will be sent directly to their respective departments for review and comment.
- 4) The **University of Hawai‘i Department** selected by the applicant reviews those applications which have met minimum admission requirements. The department reviews the application and makes a recommendation of admission to the appropriate College or Dean of the Graduate Education Office. (Refer to the University of Hawai‘i Application Instruction booklet for additional information regarding the bases of denial.)
- 5) During the final selection the **East-West Center Review Committee** reviews only those applications that are successfully admitted to a graduate field of study.
- 6) **Selection for the fellowship is based upon the merits of the application.** The final selection decision takes into consideration the following: relevance of the applicant’s interests to the East-West Center’s aims and programs, recommendation by the University of Hawai‘i graduate field of study, test scores, letters of reference, academic record, community involvement/extracurricular activity participation, and narrative statements. The final selection decision will be conveyed in writing as well as email and only to the applicant by April 1. No information regarding the final selection will be disclosed over the telephone.

COMMENCEMENT OF THE PROGRAM

The East-West Center Graduate Degree Fellowship begins in mid-August with the Community Building Institute that includes time for advising and registration at the University of Hawai‘i. All students on new awards are required to participate in this initial program, including those who are currently residing in Hawai‘i.

Fellowships awarded in some UH departments for fall semester may be postponed for no more than one semester with all appropriate clearances. Although the University of Hawai‘i academic calendar is based on a semester system, the Center does not conduct a Graduate Degree Fellowship Competition for the spring semester.

OTHER SCHOLARSHIPS

ASIAN DEVELOPMENT BANK - JAPAN SCHOLARSHIP PROGRAM

In addition to the East-West Center Graduate Degree Fellowship, the Center also receives funding from the Asian Development Bank (ADB) to provide degree fellowships. Funding is available for up to 2 years (24 months) for graduate degree study in specific fields. Recipients of funding from the Asian Development Bank receive full support including round trip air transportation.

If you are eligible for the ADB-JSP Scholarship, you may apply for consideration by submitting the East-West Center Graduate Degree Fellowship application and noting your interest in being considered for the ADB-JSP scholarship on the EWC application form.

Eligibility for the ADB Scholarship

Prospective applicants for ADB-JSP funding must:

- Be a citizen of an ADB developing member country that currently borrows funds from the Bank. Note: Applicants living or working in a country *other* than his/her home country are **not** eligible for this Scholarship.
- Have at least 2 years of full-time professional working experience (acquired *after* completing a university degree) at the time of application;
- Apply in one of the following fields of study approved for ADB-JSP funding:

Architecture (ArchD)

Business Administration (MBA)

Economics (MA, PhD)

Geography (MA, PhD)

International Management (PhD)

Law (LLM)

Natural Resources & Environmental Management (MS, PhD)

Ocean & Resource Engineering (MS, PhD)

Oceanography (MS, PhD)

Pacific Islands Studies (MA)

Public Administration (MPA)

Sociology (MA, PhD)

Tropical Plant & Soil Science (formerly Horticulture) (MS, PhD)

Urban and Regional Planning (MURP)

Note: As part of a special initiative this year, the ADB-JSP will offer one additional ADB-JSP scholarship in 2016 for a master's in public health to a student from Myanmar.

Final determination of eligibility for ADB-JSP funding will be made by the East-West Center and the Asian Development Bank. ADB-JSP Scholarship recipients are not eligible for Post-Completion Academic Training (PCAT) upon completion of their degree programs. ADB-JSP Scholarship recipients are required to return to their home country immediately upon program completion to share and apply the knowledge and experience gained during their ADB-JSP Program at the East-West Center. Visit www.adb.org/jsp for more information.

OBTAINING ADDITIONAL INFORMATION AND APPLICATION MATERIAL

For additional information, and to obtain downloadable application materials, go to www.EastWestCenter.org/gdf. Questions regarding application procedures may be emailed to scholarships@eastwestcenter.org.