GUIDELINES ON HOW TO APPLY

Criteria to apply:
- Must be a business student (i.e., BS, Business & Economics, BS, Computer Science & Business, or BS, Integrated Business & Engineering)
- Must have a minimum GPA of 3.0
- Must be a junior at time of application (current sophomores with junior standing may also apply)
- Must be a U.S citizen
- Must be able to commit to a minimum four- to six-week (ideally more) international internship during the 2020 summer session

Application Package:
A complete application package must be submitted by Monday, NOVEMBER 4, 2019 @ 9:00 a.m. This consists of the following (and described in more detail below).

- Completed application form
- Short essays / personal statement (as described below)
- Two (2) letters of recommendation from professors (use template provided)
- One (1) letter of recommendation from a previous employer or mentor/adviser if you held a leadership role (use template provided)
- Copy of your resume / CV

Application Form
- Available to download at: go.lehigh.edu/tauck
  Application must be typed and submitted by email as a Word Document (contact information on next page).

Short Essay / Personal Statement
Complete BOTH questions. Each essay/personal statement should be between 350-500 words, typed, double-spaced.

1. How would the international experience afforded by this scholarship benefit you both on a personal level and also in helping you achieve your career goals?

2. Why would you be an ideal candidate for the Tauck Scholarship?

Completed essays may be submitted directly by email or printed and handed in person (contact information on next page).

Letters of Recommendation*
- Please use the template provided. Available online at: go.lehigh.edu/tauck
- If you hold a leadership position in a club or other extracurricular activity, you are welcome to submit a letter of recommendation from that advisor in lieu of a previous employer.
  *Please refer to instructions on the template provided on how to submit your letters of recommendation.
Resume / CV

- Please confine to one page if possible.

Completed Resume/CVs may be submitted directly by email or printed and handed in person (contact information below).

Contact information for submitting your Tauck Application:

All documentation should be submitted as follows:

- Handed in person to Carla Jenkins-McDonald, Coordinator, College of Business Undergraduate Programs Office, RBC 395 or
- Send by e-mail to Carla Jenkins-McDonald at clj0@lehigh.edu. Please write TAUCK SCHOLAR APPLICATION in the subject line when sending any correspondence by email.

Note: Students may submit their application form separately and then forward any supporting documentation, such as the essays, resume, and letters of recommendation, at a later date if necessary. Please ensure that ALL documents listed in the application package are completed and submitted by Monday, NOVEMBER 4, 2019 @ 9:00 a.m.

Timeline:

- Deadline: MONDAY, NOVEMBER 4, 2019 @ 9:00 a.m. | Only COMPLETED APPLICATIONS will be considered.
- FINALISTS will be notified & invited for an interview by the end of November, 2019.
- Interviews and final decisions will be completed by early December, 2019.

Need Help?

If you have any questions, please contact:
Emily Ford, Assistant Dean | Email: eaf311@lehigh.edu