

WOMEN'S INTERNATIONAL LEADERSHIP (WIL) PROGRAM APPLICATION

2009-2010 Academic Year
International House, New York

Applications for the Women's International Leadership (WIL) Program are reviewed annually by the WIL Advisory Council, which selects up to 18 women to participate in the program each year.

Criteria & Qualifications

- **As a WIL grantee, you must also be a resident member of International House. As such, you must complete applications for both the WIL scholarship program and Admission to International House.**
- You must have a willingness to participate fully in all aspects of the WIL Program and community life at I. House.
- You must have a desire to enhance leadership and intercultural skills.

WIL Scholarship Credit

Each grantee will receive a \$2,000 stipend contingent on full participation in the program.

WIL Program Application Instructions

If you would like an electronic version of this application (MSWord) please inquire with the Programs Office or via wil@ihouse-nyc.org. The application is also available for download on the I. House website under programs and activities/leadership training/wil.

Documents to be included with your WIL application:

- **A personal statement SPECIFIC TO THE WIL PROGRAM**
Write a single-spaced, one-page essay (maximum 250 words) that conveys to the reader a sense of who you are. Possible topics may include, but are not limited to: your background, your past work in your intended field of study, your plans for graduate study, professional career experiences which have shaped your life and the way you see the world or any personal theme which appeals to your imagination.
- **Responses to application questions and essay questions should be submitted either typed into the electronic version of the application or on a separate piece of paper.**
- **Two letters of reference specific to the WIL Program:** letters will only be accepted from individuals who know the applicant not only personally but also in a professorial capacity, and both letters must have been written in the last 6 months. These reference letters must be specific to the WIL Program, enclosed in a confidential envelope, signed across the seal and must be sent in together with all application materials. Letters must be on school or company letterhead and referees must include their professional title/affiliation and signature.
- **A copy of the documentation submitted to the Admissions Office** of International House verifying your eligibility for resident membership as a full-time graduate student, intern, trainee or visiting scholar for the 2009-10 academic year.
- **Curriculum vitae/resume**
The following elements should be included:
 - country of birth
 - professional/work experience (show all titles held and dates of each position)
 - education, including degrees, honors, distinctions, awards (if any), publications (if any)
 - professional affiliations, committees, memberships (be sure to state leadership roles)
 - languages you speak
 - community activities, interests, hobbies, other activities

Be sure to sign and date the application form and enclose all related documents, including two letters of reference. Applications will be considered incomplete if all applications materials are not received together by the application deadline.

Application Deadline

Applications for the 2009-2010 academic year must be received in the Programs Office by **April 15, 2009** for current International I.House residents and **May 22, 2009** for applicants not currently living at International House. Applicants will be notified of their acceptance in mid-July.

Please complete the WIL Program Application 2009-2010 and send it directly to:

**WIL Program
Programs & Resident Life Office
International House**
500 Riverside Drive
New York, NY 10027-3916
United States
Tel: (212) 316-8466
Fax: (212) 316-7181
Website: www.ihouse-nyc.org
E-mail: wil@ihouse-nyc.org

Please complete the International House resident membership **application** and send it directly to:

**Admissions Committee of International House
Admissions Office
International House**
500 Riverside Drive
New York, NY 10027
Phone: (212) 316-8436
Fax: (212) 316-1827
E-mail: admissions@ihouse-nyc.org

Both applications must be **complete** and **submitted on time**.

CHECKLIST

- Complete Application (or Readmission Application) to International House for resident membership submitted to the Admissions Committee of International House
- WIL Program Application
- Personal Statement
- Answers to Essay Questions
- A copy of documentation submitted to the Admissions Office verifying your eligibility for resident membership for the 2009-10 academic year.
- Two letters of reference, specific to the WIL Program, enclosed in a confidential envelope, signed across the seal and sent together with all application materials. Letters must be on school or company letterhead and referees must include their professional title/affiliation and signature.
- Curriculum Vitae/Resume

All the information submitted here is true and accurate. If accepted, I understand that my name and photo may be used for WIL Program publicity purposes.

Signature _____ Date _____

WIL Program Application 2009-2010

LAST (Family) NAME _____

FIRST NAME _____

MIDDLE INITIAL _____

Current Mailing Address (valid until) _____

Permanent Home Address: _____

(Street) _____

(Street) _____

(City) _____

(City) _____

(State/Province) _____

(State/Province) _____

(Country) _____

(Postal Code/Zip code) _____

(Country) _____

(Postal Code/Zip code) _____

Day Phone # _____

Permanent Home Telephone # _____

Evening phone # _____

Mobile/Cell Phone# _____

Fax # _____

E-mail _____

Please specify the best way to contact you. Where should correspondence and other important information regarding your application be sent during *the summer*?

Address _____

Phone(s) _____

Preferred e-mail _____

Country of permanent residency: _____

Date of birth: _____ **Country of citizenship:** _____

Country of birth: _____

Status: ___ Student ___ Trainee ___ Intern ___ Visiting scholar ___ Other

Applicants who are students or visiting scholars:

Institution attending while at International House:

Name of Institution _____

Address: _____
(Street) (City) (State/Province) (Postal Code/Zip code)

Field of study, training, and research: _____

For what degree: _____ Expected completion date: _____

Applicants who will be interns or trainees:

Internship Beginning Date: ____/____/____ Internship Ending Date: ____/____/____

Institution/company where interning: _____

Address: _____
(Street) (City) (State/Province) (Postal Code/Zip code)

The WIL Program at International House, in operation for eighteen years, seeks to prepare a select group of internationally-minded women for the challenges they will face as future leaders in cross-cultural environments. Designed as a practical training program for women from diverse cultures and disciplines, the program devotes special attention to areas such as cross-cultural communication, group dynamics, and personal leadership styles. Keeping this in mind, please answer the following essay questions. Be sure to type both questions and responses.

1. Why specifically are you interested in the WIL program and how would you contribute your skills and talents? **(250 words or less)**
2. What qualities do you think characterize a leader? Give an example of a leader and explain why you think this person earns this distinction. **(150 words or less)**
3. How have you contributed to the benefit of others (volunteer or community service initiatives)? How was it meaningful to you? **(150 words or less)**
4. Think of a recent situation in which you failed or did not do well. Describe what characteristics or aspects of your personality contributed to this. If you could change your performance in that situation, what would it be? **(150 words or less)**
5. Each participant is expected to seek a mentor (a personal and professional advisor) for herself for the duration of the academic year. What kind of mentor would be most useful to you? Do you have anyone specific in mind? **(150 words or less)**

Are you prepared to devote time to three full-day weekend retreats, organizing WIL Week, attending networking reunions, and finding a mentor?

Parts of this Program may involve physical and outdoor activity. Do you have any limitation that would preclude your full participation? Please describe and indicate any medical information we should be aware of. (Note: This will not exclude you from participation in the Program.)

Who should we contact in case of emergency?

How did you find out about the WIL Program?

WOMEN'S INTERNATIONAL LEADERSHIP PROGRAM 2009-2010

Letter of Reference

Last (Family) Name of Applicant: _____

First Name of Applicant: _____ Date: _____

- Please note: Letters of reference will only be accepted if they are from individuals who know the applicant in a professional or professorial capacity AND WERE WRITTEN IN THE LAST 6 MONTHS. These reference letters should be specific to the WIL Program, enclosed in a confidential envelope, signed across the seal and must be sent in together with all application materials. Letters must be on school or company letterhead and referees must include their professional title/affiliation and signature.

The above named applicant is applying for the Women's International Leadership (WIL) Program. The WIL Program is a merit-based scholarship, connected to a competitive leadership program, which seeks to prepare women from diverse cultures and disciplines for challenges they will face as future leaders. The Program is intended to help grantees gain a clearer vision of their own abilities, develop self-confidence and learn how to effectively lead others.

Please comment on the candidate specifically on her:

- academic, extracurricular, volunteer, professional, and/or community involvement
- degree of professional focus
- interpersonal skills
- leadership experience
- global perspective
- anything else you would like to add

and indicate over what period, how well, and in what capacity you have known the candidate. Please use letterhead from your professional organization. **REFERENCES MUST BE SIGNED AND ON LETTERHEAD.** Also, if you use acronyms, please be sure to explain what the abbreviation represents. Please insert in a sealed envelope, signed across the seal and return to the applicant.

Thank you!

Signature: _____ Date: _____

Title: _____

Organization: _____

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