

## Tisch Summer Fellows 2020 Application Process Frequently Asked Questions

1. **Question:** If a placement description says *“This fellowship is available for graduate students”* does that mean undergraduates can also apply or is it only open to graduate students?

**Answer:** The placement is *only* open to those categories of students listed. Each organization specified who they would like to apply for each position.

2. **Question:** Can I submit more than one letter of recommendation?

**Answer:** No. Every applicant is limited to one recommendation for two reasons: to keep the process equitable for all and to keep the process more streamlined given the high number of applicants and volume of materials.

3. **Question:** Who will read my materials?

**Answer:** In the first stage of the process, a team of Tisch College staff and faculty will review applications. If you are selected as a finalist, all your application materials will be shared with the supervisor listed on the position description.

4. **Question:** Should I put different information in my cover letter and essay questions, since they might be redundant?

**Answer:** The cover letter is an important formal component of a professional job application. We advise working with Career Services to be certain you are writing a strong and appropriate cover letter. Although the supervisor will be sent all materials, the first materials they will likely review are your cover letter and resume. We recommend you use your best judgement in how to answer the essay questions but do not overly concern yourself with being repetitive. The reviewers value the opportunity to read your answers to these questions.

5. **Question:** If I am applying to more than one placement and they are in the same areas of interest, can I use the same essay response to each with only slight variations?

**Answer:** Yes, that is fine, as long as your essay clearly answers the question for each placement.

6. **Question:** I would like to speak with the Tufts student who held the TSF position last year that that I am applying to in order to learn more about it. Can you give me that information?

**Answer:** Unfortunately, we do not have the ability to provide that information at this time.

7. **Question:** Should I address the cover letter to the supervisor listed in the description?

**Answer:** Yes.

8. **Question:** There are fellowships for members of Congress that have positions available in two cities. If I apply to both, does that count as one or two of the three applications I can submit?

**Answer:** It counts as two; they are two different positions.

9. **Question:** How does my recommender submit my letter of recommendation?

**Answer:** There is a separate link for recommenders to submit letters on the TSF website under "Application Process". We recommend sending the link directly to your recommender: <https://tufts.givepulse.com/survey/take/V27o9Expi2LteZAC06IH>

10. **Question:** I work on campus and my current supervisor is a graduate student. Can they write my letter of recommendation?

**Answer:** No. We do not accept letters of recommendation from students of any level.

11. **Question:** Will there still be more placements added? How will I know they have been added?

**Answer:** Yes, we are still getting new (and exciting) placements. If a new placement is added, [they will be noted on this page](#), and marked as \*NEW\* in the full fellowship list, so continue to check regularly. New placements will also be noted in our Tisch Opportunities email that is sent on Mondays during the semester. (If you do not currently receive this email, [sign up here](#).) *If a placement is added close to or after the January 27<sup>th</sup> deadline, a different deadline will be noted.*