

Advisor Outreach Email Template

gilmanscholarship.org

Gilman Student Recruitment Email: The email template below is intended for all students currently receiving the Federal Pell Grant at your institution. Include info on sessions and how to contact your office.

Dear Student:

Through a careful screening of our current student population, you have been identified as a potential [Gilman Program](#) applicant. The U.S. Department of State's Gilman Program is an undergraduate scholarship program for U.S. citizens of limited financial means to enable them to study or intern abroad. The program provides awards of up to \$5,000 for students who are U.S. citizens, Federal Pell Grant recipients, and studying at undergraduate level at a two or four-year institution.

Receiving this scholarship will make you a more competitive candidate for jobs, other scholarships, and admission to graduate programs. For more information, please attend _____ or contact our office at _____.

Gilman Student Follow-up Email: The email template below contains Gilman Program applicant resources and is suitable only for these applicants.

Dear Student:

Thank you for your interest in applying for the U.S. Department of State's [Gilman Program](#) for your future term abroad. If you have not already, please [create your account](#) to get started on your application.

Keep in mind the [eligibility requirements](#) as you are choosing your abroad program and filling out the application.

Application and Essay Tips

- Read through the [selection criteria](#), so you know what the Gilman Program is looking for in an application.
- Be sure to answer the [essay prompts](#) clearly and in narrative form.
- Take a look at Gilman's [application tips](#) for helpful advice and reminders.

For more information, please contact our office at _____ or contact the Gilman Program directly at Gilman@iie.org.

Gilman Colleague Email: This email template below is used to be sent to colleagues in different offices across your campus.

Dear Colleague:

As we continue to serve students who are interested in studying or interning abroad, I would like to call your attention to the U.S. Department of State's [Gilman Program](#) which provides awards of up to \$5,000 for American undergraduate students to study or intern abroad. This scholarship is open to eligible students enrolled at our institution who receive the Federal Pell Grant. If you are working with any eligible students, please inform them of this scholarship opportunity and feel free to pass along my contact information.

