Report Specifications for Fall 2018: The formal fall report includes two sections: 1) written report and 2) forms available for download on our website: http://www.davisuwcscholars.org/forms. Please follow the instructions below carefully. Your report is not complete until a hard copy of all sections and forms are received.

Section 1: Written Report

Cover the following items in the order outlined:

1. **Program Impact On Your Campus**: Describe the impact of your Davis UWC Scholars on academic life as well as broader campus life. How are you maximizing the value of our scholars on your campus?

2. **Scholar Story**: Provide at least one story about the achievement(s) of an outstanding current scholar. Please have high resolution photos available for possible use in the next annual report.

3. **Graduate Story**: Provide at least one story of an outstanding graduate scholar. Please have high resolution photos available for possible use in this year’s annual report.

4. **Campus Events**: Recap any events involving Davis UWC Scholars, including visits by Shelby Davis, Phil Geier and/or Senior Advisors. Let us know about any other Davis UWC Scholars gatherings that may have occurred in your area. Please have high resolution photos available for possible use in the next annual report.

5. **Presidential Comments**: Please provide a brief testimonial from your president/chancellor on the value of the scholars and overall program to your campus for possible inclusion in our next annual report.

6. **UWC Campuses Visited**: Please provide a list of all UWC campuses that were visited by representatives of your school.

7. **Fundraising Efforts and Recognition**: In the forthcoming *Uniting the World* we will again recognize your donors whose contributions support your school’s portion of the Davis UWC scholarships awarded. Please tell us of any donors or funding sources for inclusion in our Philanthropists’ Honor Roll.

Section 2: Forms

Only the 2018–19 forms posted on the website will be accepted.

1. **Final Admissions Data Form**: Provide final totals of your class of 2022 recruitment.

2. **Scholar Roster Form**: Each school is required to complete the Scholar Roster Form on a secure web platform. The form must be filled out online and the resulting Excel document submitted with your fall report. New on the form this year is a column for Major 1/Major 2; please enter up to two majors for each senior for our annual report (this column has a maximum of 200 characters). Instructions are available at: http://www.davisuwcscholars.org/forms.

3. **Campus Contacts Form**: Complete and submit, even if none of the information has changed since last year.

4. **Alumni Tracking Form**: Have your alumni relations office complete the form for all DUWCS graduates to date. Submit this excel form electronically to info@davisuwcscholars.org.

5. **New Scholar & Transfer Registration Forms**: Every first year & transfer Davis UWC Scholar must complete a registration and verification form available online at http://www.davisuwcscholars.org/forms. Please collect and batch these forms of first-year scholars & transfers—making sure that they are completed and signed. We have discontinued the requirement for the Returning Scholar Registration Form. NOTE: This is a change from previous years when we asked this from every scholar. Now we only require this be completed by first year scholars & transfers.

Your report is due **no later than October 1, 2018** to:

Dr. Philip O. Geier  
Davis UWC Scholars Program  
Middlebury College  
Middlebury, VT 05753

All reporting forms are available on our website: www.davisuwcscholars.org/forms