



# Davis United World College Scholars

PROGRAM

## 2020–21 ANNUAL REPORT SPECIFICATIONS

Submission Deadline: October 20, 2020

**Report Specifications for Fall 2020:** The formal fall report includes two sections: 1) written report and 2) forms available for download on our website: <http://www.davisuwcscholars.org/program/forms>. Please follow the instructions below carefully. Your annual report is not complete until our office receives all sections and forms. We will accept your full report in the following formats: 1) hard copy sent by carrier of your choice or 2) electronic submission via email to [info@davisuwcscholars.org](mailto:info@davisuwcscholars.org). (If your file is too large to be submitted by email, please request a Dropbox link to upload your full report.)

### Section 1: Written Report

Cover the following items in the order outlined:

- 1 Program Impact On Your Campus:** In light of COVID-19, please describe how circumstances with your Davis UWC Scholars were handled last spring, over the summer and what has unfolded this fall including details on how many on campus, how many remote, or otherwise. In addition, what are the plans for spring semester and afterward?
- 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:** We welcome news and photos of events held last year prior to COVID-19 and any virtual or safe distance events held since then. Photos submitted will be considered for use in our annual report and/or website.
- 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 2020–21 forms posted on the website will be accepted.

- 1 Final Admissions Data Form:** Provide final totals of your class of 2023 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. 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:** We will not be requesting updates to the Alumni Tracking Form as part of the 2020-21 Annual Report Specifications. We will request updates as part of future annual report submissions.
- 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/program/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 20, 2020** to:

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