LMU will award $2,000 study abroad grants to eligible students who work with ONIF to submit a polished [Gilman Scholarship](https://www.gilmanscholarship.org/) application.

This checklist is **for your records only** and will help you keep track of the LMU GIG requirements. You do not submit this form this to ONIF.

To fulfill the [LMU Gilman Incentive Grant](https://academics.lmu.edu/onif/fellowshipcategories/requirescampussupport/gilman/lmugilmanincentivegrant/) requirements, check *at least* one box under each essay type by our campus deadline.

**Statement of Purpose (SOP) Essay**

|  |  |  |  |
| --- | --- | --- | --- |
| I attended the **1/30/24** SOP Workshop. | I attended the **2/3/24** SOP Marathon Workshop. | A Writing Tutor reviewed my SOP on m/d/y. | ONIF reviewed my SOP on: m/d/y. |

**Building Mutual Understanding (BMU) Essay**

|  |  |  |  |
| --- | --- | --- | --- |
| I attended the **2/1/24** BMU Workshop. | I attended the **2/3/24** BMU Marathon Workshop. | A Writing Tutor reviewed my BMU on m/d/y. | ONIF reviewed my BMU on: m/d/y. |

**Follow-on Service Project Proposal (FSPP) Essay**

|  |  |  |  |
| --- | --- | --- | --- |
| I attended the **9/7/23** FSPP Workshop. | I attended the **2/3/24** FSPP Marathon Workshop. | A Writing Tutor reviewed my FSPP on m/d/y. | ONIF reviewed my FSPP on: m/d/y. |

*Note: One Writing Center appointment or ONIF essay review session can fulfill more than one category above. Example: You request feedback on two of your essays during a Writing Center appointment.*

I **have uploaded all three Gilman essays in a single Word doc or PDF to Brightspace by LMU’s campus deadline.**

**FREQUENTLY ASKED QUESTIONS**

**Q.** How do I register for workshops essay review appointments?

**A.**  - [Register for ONIF essay workshops.](https://forms.gle/DBJUpDdkXftf8FKz6)

- [Schedule a Writing Center appointment.](https://academics.lmu.edu/arc/writingcenter/makingappointmentswconline/)

-[Schedule an ONIF essay review appointment.](https://app.10to8.com/book/xufqfd-free/)

**Q.** For LMU’s campus deadline of **February 16**, do I submit my application in the Gilman portal?

**A. No!** By **February 16**, you only upload your **Gilman essays** to the Fellowship Support Hub in Brightspace. Click Assessment 🡪 Assignment 🡪 Gilman Scholarship Campus Deadline.

**Q.** Can I continue to edit my Gilman essays after the campus deadline?

**A.** Yes. In fact, if you upload your most up-to-date drafts to Brightspace by **February 16**, you will receive one final round of review from ONIF staff. We will provide comments which you can incorporate before the national deadline of **March 7, 2024**.

**Q.** Why is there no availability for an “Essay Review” appointment in 10to8?

**A.** ONIF is an office of two which means we have limited availability for appointments, especially as we near the campus deadline. We encourage you to book appointments with the Writing Center instead. You can also fulfill the LMU GIG requirements by attending the Gilman Essay Workshops.

**Q.** Can I schedule a shorter “Follow-up Consultation” or “Quick Check-In” appointment to review my essays?

**A.** No. We need the full 60-minutes to discuss your writing, especially if we’re reviewing more than one essay. If you schedule a “Follow-up Consultation” or “Quick Check-In” to review your Gilman essays, we reserve the right to cancel your appointment.

**Q**. Can I still apply for Gilman if I missed the LMU GIG campus deadline?

**A.** Yes! While you won’t qualify for the $2,000 LMU GIG, you can still potentially earn up to $5,000 towards your study abroad costs! Submit your Gilman application by the national deadline of **March 7, 2024**.

**Q**. Who can I contact if I have additional questions?

**A.** Contact Dr. Cassidy Alvarado at 310-338-3792 or email [cassidy.alvarado@lmu.edu](mailto:cassidy.alvarado@lmu.edu).