

Tips for a Successful Application for an N² Women Fellowship

1 General Tips

N² Women receives several applications for every available N² Women Fellowship Opportunity. For your application to stand out, there are a couple of easy tips that you can follow.

1. Follow the KISS principle

KISS stands for *Keep It Simple, Stupid*. Present your ideas in clear and simple language. An application that is straightforward and thoughtful is more likely to stand out among other applications.

2. Show your personality

One of the most important things to keep in mind is that your personality should come through in the application. Your personality can help you stand out from the rest of the applicants. Think about the value that your experience and passion can add to an N² Women event.

3. Make it specific

Details are far more effective than generalities. Instead of making general statements, such as, “*I have organized and participated in many women’s outreach programs,*” make it more specific, such as, “*In the spring of 2012 I organized a panel discussion in my department that aimed at encouraging women undergraduates to select Computer Science major. The event was attended by approximately 50 participants.*”

4. Proofread before you submit

The first impression that selectors are getting of you is based on what you have written in your application. It is important to think about what the application says about you as a person, and what it shows about how you care for your work. To the selectors, a well written application without typos or grammatical mistakes is an indication of the level of care a prospective fellow takes with her professional communications.

2 Application Tips

Although this is a short application, it is helpful to structure it well and keep the answers to the point.

1. Enumerating reasons for attending conference

Tell us the key reasons why you would like to attend this particular conference. Are you presenting a paper or a poster? Are there experts attending the conference with whom you would like to network?

2. Describing activities to improve status women in computing

Enumerate the events that you have either organized or participated in. Describe the aim of the event, the format in which it was conducted, and what your role was. For example, *“In Fall 2014, I was a participant in a townhall discussion that aimed at encouraging women graduate students to pursue a doctoral degree in computer science.”* Listing the main take-away points/lessons from the activity is also a good idea.

3. Describing events that you helped organize

In this section, enumerate key events that you have helped to organize. This is the section in which you can show off your management prowess. For every event that you list in this section, describe the format of the event, the number of participants, and elaborate your responsibilities.

4. Listing potential speakers or topic ideas

In this section, list the names of some of the speakers who you think are good candidates for the event’s speaker. Make sure to do your research before proposing names of speakers. Some of the things to consider are: are they attending the conference, do they work at a place that is in proximity to the conference venue, do they have an interesting story about how they chose computing, are they a good speaker? When you propose the name of a speaker, make sure to include a reference to their homepage, and why you are nominating them.

When listing topic ideas, think about which topics are personally relevant to you or to your peer group. When listing an idea, make sure to describe the rationale behind choosing it.