



Harvard College
British Teaching Fellowships
2022-2023 Application Instructions

FELLOWSHIP INFORMATION:

The objective of the British Teaching Fellowships is to encourage, through the sharing of intellectual and cultural experiences in the context of secondary school life, a better understanding between England and America. These fellowships offer an opportunity for an American student from Harvard to spend a school year (early September to mid-July) as a full member of the community in one of England's finest Preparatory Schools for pupils ages 11-18.

The duties, which can be adjusted to suit the interests of the Fellow and the requirements of the School, will normally involve:

1. Part-time teaching of math or physics, as well as in American literature, history or current affairs;
2. Coaching of crew or other sports (such as soccer, rugby, running, tennis, mountaineering), or leading of other groups, such as the drama society;
3. A share of the occasional supervisory duties carried out by masters in Boarding Houses or elsewhere and help with student activities;
4. Occasional talks to interested groups on American current affairs and American college life.
5. The Fellow may be asked to take on the academic and pastoral care of a small tutorial group of pupils.

Eligibility:

At the time of application candidates must be graduating Harvard College seniors or within two years of graduation. The Fellowship is available only to an unmarried person.

Benefits:

The School will provide accommodation during the school year. In addition, there will be a small financial stipend. The Fellow may hold concurrently other awards to assist in travel but may not engage in other paid employment during school terms. The Fellow will have the normal School holidays of approximately four weeks at Christmas and four weeks at Easter, as well as half-term holidays as well.

Selection Criteria:

Candidates will be selected based on their potential to contribute meaningfully to School life, including both academic and extra-curricular pursuits. The ambassadorial function is important, as it is hoped that the Fellow will stimulate an understanding of the USA. Candidates should put forward strong letters of recommendation which can speak to their contribution to the residential and intellectual community.

CONTINUE TO THE NEXT PAGE FOR APPLICATION INSTRUCTIONS.



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PLEASE READ CAREFULLY AND ORGANIZE THE FOLLOWING MATERIALS FOR YOUR APPLICATION:

■ **APPLICATION FORM**

Complete the online CARAT information, which will be compiled and displayed as your application cover sheet.

■ **CURRENT RESUME**

Indicate significant activities, achievements, and experiences in college that demonstrate your interests and potential achievements. **Do not exceed one page.**

■ **CURRENT UNOFFICIAL TRANSCRIPT**

Download your unofficial transcript from my.harvard.edu.

■ **PROPOSAL**

In 750 words or less, explain your reasons for seeking this fellowship, your qualifications to take it up, and how you would contribute to the School community. Proposals should be addressed “To the Headmaster”.

■ **TWO LETTERS OF RECOMMENDATION**

Letters of recommendation should be addressed “To the British Teaching Fellowships Selection Committee”. At least one letter should be from a House Master, Resident Dean, or House Tutor. Taken together, both letters should give the committee a balanced and multi-faceted perspective on you. Both should comment on how you might contribute to the community at your school. Letters should be submitted online by your recommenders, following instructions they will receive once you designate them. (See below).

PLEASE SUBMIT YOUR APPLICATION AS FOLLOWS:

1. **LOG IN TO [CARAT](#) USING YOUR HARVARD KEY** and confirm that your profile information is correct.
2. **BROWSE FOR THE APPROPRIATE OPPORTUNITY AND CLICK “APPLY”**
Fill out all required fields.
3. **REQUEST RECOMMENDATIONS (via “References” tab)**
You are **STRONGLY ENCOURAGED** to solicit recommendations at least three weeks ahead of the application deadline. Once you have provided name (Last, First) and contact information for your recommenders, **YOU MUST CLICK “Send Reference Request”** under each recommender’s entry in order for CARAT to send the notification to your recommender’s email. **“Save and Next” will NOT submit your recommendation requests.**
4. **UPLOAD YOUR DOCUMENTS**
All documents must be submitted concurrently, in PDF format. No supplementary materials will be accepted.
5. **SUBMIT YOUR APPLICATION (via “Submission” tab)**
Enter your HUID and click “Submit”. The date and time of your submission will be noted, and late applications will not be accepted.

If you or your recommenders have questions about this application or the online submission process, please contact the Office of Undergraduate Research and Fellowships at (617) 495-5095 or fellowships@fas.harvard.edu.

■ ■ ■ **DEADLINE: WEDNESDAY, FEBRUARY 8, 2023 AT 11:59pm (ET)** ■ ■ ■