Wells Mountain Initiative

Reviewers' Frequently Asked Questions:

1. **How long does it take on average to review the applications?**

   The length of time depends on the number of applications distributed to the reviewers, which is determined by the number of completed applications received by WMI, as well as how much time each reviewer spends on an application. Ideally, each reviewer receives 10-12 applications to review. When spending an average 30 minutes per application, the estimated time spent is 5-6 hours.

2. **What is the most important criteria to consider when reviewing?**

   All of the criteria are important in the review process. Our ideal candidates have demonstrated need and are unlikely to be to continue their education with out a scholarship, good to excellent academic performance and a demonstrated desire to serve his or her community (community service). Writing should be judged more on quality of thought, ideas and content rather than English proficiency, as English is the second language for many and English proficiency is often lower for the neediest students.

3. **Can I return to scoring an application if I am part way through it on WizeHive?**

   Yes, you can save an application in the middle of scoring it. Refer to the Online Reviewers Instructions to find more details about WizeHive and the scoring system.

4. **The PDF attachments will not open for some of my applicants. What should I do?**

   Please do not immediately discard the application. First, try to download the PDF onto your computer (you will not be susceptible to computer viruses from PDFs) to view the document. If that isn't possible, contact Lisa McLaughlin Wyncoop if you are still having issues viewing the PDF at lisa@wellsmountain.com or 802.453.4065.

5. **How do I disqualify an applicant?**

   A reviewer can disqualify an applicant when:

   - The applicant is not applying for a first bachelor's degree, but rather a post-graduate degree like master's or PhD.
   - The applicant is applying to study in a school outside the developing world, or if he or she is from outside the developing world. WMI evaluates the development ranking based on the Human Development Index from the United Nations Development Program. If you have any questions regarding this please contact our office.
   - If you've tried to open a document and it appears blank, first see #4 above. If it's determined that the applicant didn't provide all of the required documents, then you should disqualify the applicant.

6. **What if I miss the deadline for the applications to be scored?**

   It's important to meet the deadline for your round, or the next reviewing round will be delayed. All applications must be scored in one round before the next can be started. Therefore, try to make every effort to complete your applications by the deadline.

7. **What is the likelihood of one of my applicants receiving a scholarship?**

   The acceptance rate depends on the number of completed applications received by WMI. On average, 3-6% of applicants receive a scholarship.

8. **I would really like to help an individual student. Even if he or she doesn't make it to the final round, can I support his or her education?**

   We offer a number of ways to help fund a student's education. WMI sends to all reviewers a flyer with information on sponsoring students and you can also find a gifting opportunities link on our website.

9. **What if there is a tie in my top-scoring applicants?**

   We choose your top-rated applicants, so if you find that you have given two or more of your top-scoring applicants the same score, please make every effort to re-rank them. As the reviewer, you are the most familiar with your applicants' information, so we rely on you to best make the decision.

10. **Are my personal comments and notes considered in the decision process?**

    Yes! We read and take seriously any comments or thoughts you have about your applicants. If you're able to, please take some time to provide us with your insights as it helps us make our decisions in the following rounds.

11. **I don't remember my username and password from last time I reviewed. What do I do?**

    To log in to the system again, you'll need to provide your email address as your username. If you don't remember your password from before, use the Forgot Password button to create a new one.