



Wells Mountain Initiative

Recommenders: Guidelines for Writing Effective Recommendation Letters

Wells Mountain Initiative Background

The Wells Mountain Initiative (WMI) is a public charitable foundation based in Bristol, Vermont, USA, which has been approved under the United States Internal Revenue Service under Section 501(c)(3). WMI advances access to university education, predominantly in Africa, and continues lifelong investments in exceptional scholars and alumni through start-up funding and leadership development as they innovate and lead social change. To date the organization has supported over 900 students in 55 nations to continue their education at the tertiary level.

WMI provides scholarship support to students as they pursue various educational objectives. Scholarships support students earning their first diploma or bachelor's degree. Financial support primarily covers tuition, school fees, and related expenses, including books and supplies. The WMI scholarship is a partial scholarship that does not always cover the total cost of tuition and associated educational expenses.

To learn more about WMI please visit: <https://wellsmountaininitiative.com/>

WMI Scholars Program Recommendation Request

You have been selected by the applicant to provide a recommendation letter on their behalf. The WMI Scholars Program application requires the submission of two recommendation letters. These recommendation letters are instrumental in reviewing the complete application. Letters of recommendation serve as one element that assists reviewers in learning more about an applicant from someone who knows them and their accomplishments well.

A step-by-step guide for contributors to log in to the contributor portal:

Check your email: You should receive an invitation email at the address provided by the applicant. If you don't see it, check your spam/junk folder. The applicant must complete their part of the application before you receive this email.

- Go to the login page: Visit <https://apply.mykaleidoscope.com/login>.
- Sign in or set your password:
- Click "Sign in/Sign Up"
- Use the same email address that received the invite.
- If you haven't logged in before, click "Forgot your Password?" to set a password.
- Access your contributor requests: Once logged in, your homepage will display any contributor requests waiting for you. Click "View" to start, continue, or submit your



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contributor form.

Important tips:

- If you use a different email address, you won't see the request.
- If you don't see the contributor request, confirm you're using the correct email and check back after a few hours in case of delays.
- If you do not receive the request, please follow the instructions on this link:
<https://help.mykaleidoscope.com/en/collections/11089564-contributors>

Please see below tips that will help you in writing an effective recommendation:

Letter Requirements

- Include the full name of the applicant.
- Indicate how long you have known the applicant.
- Describe the capacity and nature in which you have known the applicant.
- Most effective letters are not less than 400 words nor more than 500 words.
- Provide your letter on official letterhead with your contact information listed, i.e., phone number, WhatsApp number (if different), and email address.
- Please include your ink signature and date the letter. We do not accept recommendation letters that are more than a year old.
- The deadline for submitting the recommendation letter is March 1, 2026 at 11:59 pm EST

Suggested Areas to Write About

- Discuss why the applicant is a strong candidate for this specific scholarship. How does this applicant exemplify the personal qualities or selection criteria specified by the scholarship? Specific examples are critical.
- Discuss the applicant's personal characteristics, capacity to work with others in a team, leadership skills, commitment to their community/country, and communication skills.
- Comment on the applicant's proposed plan of study at the tertiary level and what past experiences witnessed by you that relate to the applicant's aptitude, retained interest, completion of a degree in the subject matter, and benefit given to society upon graduation within this program.
- From your perspective, how effective is the applicant in establishing and maintaining relationships.
- To what extent does the applicant possess the traits of motivation and persistence.
- Share documented evidence of the applicant's academic, leadership, or community service achievements.
- Does the applicant have any unique competencies, talents, or leadership abilities?

If you have any questions, please write to: info@wellsmountaininitiative.org