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**Robson Scholarship**

**Recommendation Letters**

To whom it may concern,

The CSB student who has asked you for a letter of recommendation has applied for the Robson Scholarship. The *John E. Robson Scholarship for Students of Public Policy* was established in 2002 by Margaret Zuehlke Robson, a former CSB student who served as a Trustee on the College of St. Benedict Board.  The scholarship honors the memory of her husband, John.  John’s life was a model of personal political engagement—the cornerstone of citizenship.   John Robson served under four Presidents of the United States.  He was president and chairman of the Export-Import Bank of the United States under President George W. Bush, a position which he held until his death.  Earlier government experience included Presidential appointments as deputy secretary of the Treasury, chairman of the Civil Aeronautics Board, and under secretary of the U. S. Department of Transportation.  Because John Robson was so involved in many aspects of public policy, this scholarship serves as a legacy of his life work. The purpose of this scholarship is to inspire students at the College of Saint Benedict to become involved in public policy aimed at societal change.

The student has indicated that you are willing to write a letter of recommendation for them. **We really do not want this to be a burden for you**, so we have some guidelines which we hope will make things much easier.

1. Recommendation letters need not be long – ***a one page letter is fine***.
2. The letter should be addressed to: **The Robson Scholarship Committee**.
3. This letter will **not** **be confidential**. Please note that the student will see your letter while assembling his or her application packet. If you are uncomfortable writing such a letter, please inform the student.
4. Letters should address:

* the applicant’s academic achievements
* campus and community leadership and involvement
* the applicant’s potential to work in the public policy sector
* why you believe the candidate to be a worthy recipient

The recommendation letters should be given to the scholarship applicant, who is responsible for gathering all of the required documents to complete the application process. We will keep the original recommendation letters on file, a copy will be made for each of the Robson Scholarship selection committee members.

The application deadline for the 2019-20 Robson Scholarship is:

**Wednesday March 6, 2019.**

***Thank you so much for your support of the Robson Scholarship.***