

Scholarship Application Tips

Tips to follow for completing Scholarship applications:

1. All paperwork needs to be completed in pen or typed. Do not turn in a scholarship completed in pencil.
2. All information needs to be filled out completely. Do not leave any blanks or questions unanswered.
3. If the application requests a photo to be attached, use a good photo that is the size requested. Do not expect to receive the photo back and if it states to attach the photo you must attach the photo as this is part of following instructions.
4. Some Scholarships are participation Scholarships. That means you must tell them what you have done. Be thorough, cover everything and do not assume that those doing the interviews will know you and what you may have done. If what you have to tell the panel will not fit in the allotted area make a note in that spot "See Attached" and add an additional page(s) to your application that will show everything you need the panel to know either typed or very neatly written in pen.
5. If you are asked for Colleges or Schools that you have applied to you must fill this out. If you do not it indicates that you are unprepared.
6. If you are asked for a High School Transcript you need to attach an original not a copy. When you order Transcripts from your High School order several original copies. Almost all scholarships you apply to will request an original transcript. If you do not provide this, and it is asked for, your application will be incomplete and most likely dismissed.
7. If you are asked to submit a letter about you and/or why you should receive the scholarship you are expected to submit a typed letter, pay attention to the size you may submit. Your grammar must be correct and spelling counts. **You are asking for funding for your education.** If you submit a letter that looks like a text or one long run-on paragraph, your application will be put at the bottom of the pile.
8. Always have someone review your letter and application. Neatness, thoroughness and correctness counts, make it look professional. **You are asking for money to fund your education.** You cannot expect it to be given to you.
9. If there is an interview be prompt and dress professionally. Consider it very similar to a job interview. Be early, interviews may be running ahead of schedule. Do not come to the interview in flip flops, shorts or the dirty jeans you were wearing at the barn.
10. Please remember to send a thank you note when you receive scholarship funds for your education. It may not seem like a lot but it does matter and people do remember the thought and consideration that is put into something as simple as a "Thank You."

All of these tips are to help you better your college scholarship applications. Don't leave them to the last minute. If you follow these tips it will show in your thoroughness and in the neatness of your application.