



Tips for a Successful Application

Contact Information

- Check that your email and phone number are correct

School Activities, Volunteerism, and Work/Internship Experience

- List any extra-curricular activities you have been involved in throughout your high school career
- Provide accurate length of participation and list any leadership positions held
- Avoid putting the same activities or work/internship experience in multiple places

Personal Statements

- Give yourself ample time to develop thorough responses and to proof for spelling/grammar and have a knowledgeable person review your responses
- Be clear, informative, and stay on topic
- Show your passion to differentiate yourself
- Demonstrate your need for financial assistance and how this scholarship will help you attain your academic goals

Letters of Recommendation

- Choose respected reference(s) from the list of acceptable references: employer, teacher, advisor, mentor, and/or coach
- Reference(s) should know you well, be able to write a good recommendation, and advocate for your character and work ethic
- Ask your reference(s) before providing their information and let them know they will receive an email with details on submitting their letter(s)
- Do not wait until the last minute to ask your reference(s) for their letter(s)
- Make sure the letter(s) are submitted by the deadline