**Scholarship Tips**

**Start Research early:** The more time you can put into researching scholarships the more options there are.

**Read Eligibility Requirements Carefully:** If you have questions about eligibility for a scholarship, contact the scholarships sponser.

**Organize all Scholarship Materials:** create separate sections for EACH scholarship and file by application date. Keep a calendar to when these scholarships are due, and any follow-up appointments.

Many scholarships ask for:

* Transcript
* Standardized test scores
* Financial aid forms (FAFSA)
* Parent’s financial information, including tax returns
* One or more essays
* One or more letters of recommendation
* Proof of eligibility (e.g., membership credentials)
* Interviews or auditions
* Portfolio

**Be completely honest:** Scholarship sponsors like to see students who have come out of hard circumstances. If they are asking for situations that have affected you, they WANT to know. If you are debating on revealing such information, remember they take such experiences seriously.

**Proofread applications carefully:** use the computer’s spell and grammar check. Have teacher or Family members read your essays.

**Don’t Leave items blank:** contact the scholarship sponsor if you’re not sure how to fill out any part of the application.

**Follow instructions to the letter:** reach the required length to an essay, not over or under. If they require an essay in Spanish, write it in Spanish. Do not send any supporting material that is not requested.

**Make copies of EVERYTHING:** If the application material is lost, having copies on hand make it much easier to resend the application quickly.

**Double-check the application:** If you are reusing materials (recommendations, cover letters, essays, etc.) from another scholarship, carefully check to make sure no incorrect information is left in.

**Get Applications in early:** Consider using certified mail or request a return receipt to confirm your application made it to its destination.