



SCHOLARSHIP RESUME

Keeping a solid scholarship resume is **important**.

Think of it this way...

Your scholarship resume is
like your work resume.

(You can't get a job without one of those, right?)

Except instead of applying for a job,
you're applying for free money.

COMMON SCHOLARSHIP QUESTIONS

Questions from *fastweb.com*.



How will your study of _____ contribute to your immediate or long range career plans?

Why do you want to be a _____?

Explain the importance of (your major) in today's society.

What do you think the industry of _____ will be like in the next 10 years?

What are the most important issues your field is facing today?

What do you consider to be the single most important societal problem? Why?

If you had the authority to change your school in a positive way, what specific changes would you make?

Pick a controversial problem on college campuses and suggest a solution.

What do you see as the greatest threat to the environment today?

Describe how you have demonstrated leadership ability both in and out of school.

Discuss a special attribute or accomplishment that sets you apart.

Describe your most meaningful achievements and how they relate to your field of study and your future goals.

Why are you a good candidate to receive this award?

Pick an experience from your own life and explain how it has influenced your development.

Who in your life has been your biggest influence and why?

Describe your long- and short-term college and career goals.

Why do you want to get a college education?

From a financial standpoint, what impact would this scholarship have on your education?

State any special personal or family circumstances affecting your need for financial assistance.

How have you been financing your college education?

PERSONAL STATEMENT DO'S + DON'TS



DO...

- Understand what you are applying for: Why is the scholarship being offered and how do you fit the need?
- Use UHEAA's starter/ template essay to add your basic academic and personal information that you can later adapt to specific essay requirements.
- Include a brief description (NOT a list) of your specific achievements.
- Edit, proofread, and reread your essay multiple times.
- Mention the name of the organization/program that is offering the scholarship in your opening paragraph.
- Acknowledge and address all criteria indicated in the essay prompt.
- Explain special circumstances in your financial situation.
- Provide brief anecdotes and specific behavioral examples to illustrate your accomplishments.
- Highlight what you have learned and how you are applying the learning.
- Put your name on every page.
- Be creative. Entertain. Tell a story.
- Thank the scholarship committee for taking the time to consider your application at the end of your essay.

DO NOT...

- Include a photo of yourself unless it is specifically requested as part of your application.
- Simply list the honor awards or achievements that you included on your application.
- Reveal too much personal information that is not relevant to the scholarship essay.
- Recycle an essay without appropriately adapting the content to reflect the criteria.
- Use slang, colloquialisms or assume that the reader will understand acronyms.
- Exceed the designated essay length.
- Lie or misrepresent your achievements.
- Begin with: "Hello, my name is..."
- Wait until the day before your scholarship application is due to begin drafting your essay.

REMEMBER...

You will not win every scholarship that you apply for, but your applications will become stronger and your chances for success will increase as you gain experience. Source: University of Washington

DEFINITION OF A PERSONAL STATEMENT

A picture. Your personal essay should produce a picture of you as a person, a student, a potential scholarship winner, and (looking into the future) a former scholarship recipient.

An invitation. The reader must be invited to get to know you, personally. Bridge the assumed distance of strangers. Make your reader welcome.

An indication of your priorities and judgment. What you choose to say in your statement tells the committee what your priorities are. What you say, and how you say it, is crucial.

A story, or more precisely, your story. Everyone has a story to tell, but we are not all natural storytellers. If you are like most people, your life lacks inherent drama. This is when serious self-reflection, conversation with friends, family, and mentors, and permission to be creative come in handy. Source: Mary Hale Tolar, Deputy Executive Secretary, Truman Scholarship Foundation

PERSONAL STATEMENT

Who are you?!



This should tell the scholarship committee a story about who you are as an intellectual and what your goals and aims are. It's a good idea to base your personal statement around a central theme or idea. Use specifics and examples wherever you can.

Write your personal statement here.

COLLEGE + CAREER GOALS BASIC ESSAY

What are your goals? What will your scholarship award dollars be going towards?

This should tell the scholarship committee a story about what you hope to achieve in college and in your career, and make it clear that you have a plan for achieving those goals. Your essay should make it clear that you are a responsible, hard-working student who will put the scholarship money to good use.

Write your college & career goals essay here.

MERIT ESSAY

Why should you win a scholarship over everyone else? Got accomplishments? Show 'em off!



Merit essays can have a variety of different prompts, but they all ask the same thing – why should we give our scholarship to you? This essay should tell the scholarship committee about your outstanding academic performance, talents, leadership experiences, and overall why you are the absolute best candidate for the scholarship.

Write your merit essay here.

IT'S TRUE. IT TAKES A BIT OF WORK TO APPLY FOR SCHOLARSHIPS. NEED SOME EXTRA MOTIVATION?

THINK ABOUT ALL THE FREE MONEY YOU COULD GET INSTEAD OF HAVING TO BORROW (AND REPAY) STUDENT LOANS!

EDUCATION AND TRAINING

What's your education and training history?



Education History:

List your high school(s)

School Name:

School Address:

Dates of Attendance:

Anticipated Graduation:

GPA:

School Name 2:

School Address 2:

Dates of Attendance 2:

Anticipated Graduation 2:

GPA 2:

Licenses & Certificates:

List any licenses or certificates you have earned, in school or outside of school. For example, you might have a Food Handler's Permit, which is a type of license, or be trained in giving CPR, which is a type of certificate.

License/Certificate: _____ Date Earned (Month/Year): _____

License/Certificate: _____ Date Earned (Month/Year): _____

License/Certificate: _____ Date Earned (Month/Year): _____

License/Certificate: _____ Date Earned (Month/Year): _____

Workshops & Training:

List any workshops or skill training sessions you have attended. For example, if you participated in a cheerleading or basketball clinic, or if you attended a leadership workshop, you could list those.

Workshop Title: _____

Workshop Sponsor: _____ Date(s) Attended (Month/Year): _____

Workshop Title: _____

Workshop Sponsor: _____ Date(s) Attended (Month/Year): _____

Workshop Title: _____

Workshop Sponsor: _____ Date(s) Attended (Month/Year): _____

Standardized Tests:

List your scores for standardized tests such as the ACT or SAT.

ACT Composite:

SAT Composite:

PAID AND UNPAID WORK

Did you work/Are you working a job? Have you volunteered?



Work History:

List any paid employment you have had.

Employer:

Employer Address:

Dates of Employment:

Job Title:

Supervisor's Name:

Duties:

Employer:

Employer Address:

Dates of Employment:

Job Title:

Supervisor's Name:

Duties:

Volunteer Work/Community Service:

List any volunteer work you have done, including one-time volunteering and ongoing volunteering commitments.

Volunteer Organization:

Volunteer Address:

Dates of Service:

Supervisor's Name:

Duties:

Volunteer Organization:

Volunteer Address:

Dates of Service:

Supervisor's Name:

Duties:

Volunteer Organization:

Volunteer Address:

Dates of Service:

Supervisor's Name:

Duties:

ACHIEVEMENTS, ACTIVITIES, + SKILLS

What have you achieved? What are you proud of? What are you good at?



Achievements:

List significant achievements and recognitions.

Activities:

List activities you have participated in, such as sports, performing groups, service clubs, and anything else you can think of.

Skills:

List any specific skills you have. For example, if you are bilingual, list the languages you are proficient in. You could also list software programs and equipment you know how to use.

REFERENCES

Who knows you, your character, and your achievements well?



Remember, never use family members or friends as references! Ask teachers, counselors, coaches, volunteer coordinators, and/or employers if they will be a scholarship reference for you.

Reference 1

Name:

Address:

Email Address:

Phone Number:

Relationship to You:

Reference 2

Name:

Address:

Email Address:

Phone Number:

Relationship to You:

Reference 3

Name:

Address:

Email Address:

Phone Number:

Relationship to You:

Reference 4

Name:

Address:

Email Address:

Phone Number:

Relationship to You: