

# SCHOLARSHIP TIPS AND TRICKS



1. **Read ALL directions** before you begin your application.
2. **Begin collecting information** you need, especially if you are depending on others as you will for transcripts and letters of recommendation. It takes time to gather all of the information, so plan ahead.
3. **Know your deadline.** A late application is almost never accepted. Don't miss out on a scholarship because you are unsure of the deadline.
4. **Vigorously avoid mistakes** on your essays and applications. Always spell-check, proofread, and allow at least one other person to proofread your application and essay for errors.
5. **Display the most outstanding aspects of yourself.** Consider asking one person who knows your strengths and struggles well to read for content. They may bring up important information about you that you have left out.
6. **Stay organized.** Keep track of deadlines and materials required to complete your application. Check and double-check your application before you send it out. Keep a folder containing all of the scholarship information you use in case of emergency.
7. **Do not rely on your parents** to do all the work. You are applying for the scholarship, not your parent.

## **Avoid The Most Common Mistakes Made on Scholarship Applications:**

1. Not following directions
2. Missing the deadline
3. Not typing your application or sending in a sloppy application
4. Forgetting to spell check and to proofread after you spell check
5. Not including information such as a transcript or recommendation letters
6. Not fully answering the essay question or another question asked.