

## Suggestions for Your Scholarship Application

1. Download the application from our website <http://www.satillaemc.com/remc.php>. Save the document on your computer before you begin to type. Delete the lines from the application.
2. Type or print legibly in dark ink. **Do not use a pencil.**
3. Do not place your name on the application other than the first page in which the counselor must verify your GPA and absences.
4. **Do not** write on the back of the pages and/or application.
5. Please do not write essays and attach to the application. (The Scholarship Review Committee will be judging around 200 applications that day. Time will not allow them to read essays.)
6. Do not submit a résumé or your application in a résumé style.
7. Write in the first person tense. Do not include names or any other descriptions that may identify you to the panel of judges.
8. Keep the responses in sequential order. If your responses cannot be completed in the allocated scholarship application, disregard the application and use sheets of paper to respond. i.e.....question one in its entirety, question two in its entirety, question three in its entirety and then question four.
9. Pay close attention to the instructions. If the application specifies to “list”, please do not write paragraphs.
10. Keep in mind that one school activity counts as one school activity. (Your being in the band is one school activity. If you were the section leader and soloist at a recent concert, those activities relate to your being in the band and would count only as one school activity.)
11. The school activities and community service you list should be for your high-school years only.
12. In the special circumstances, please be very detailed. This is the space where you have the opportunity to showcase yourself to the judges. (Please do not include your being smarter than other students in your graduating class as a “special circumstance.”)
13. In the “special goals” section, please be very detailed. The judges want to learn what your educational plans are and what you intend to do with your education after graduation.
14. If you have questions, feel free to contact your guidance counselor or me directly toll free (888) 738-6926 ext. 3423.