

# Scholarship Resumé

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Think of three teachers or other adults who know you well and will write a positive letter of recommendation:

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

Some applications require that the writers of recommendations be specific kinds of individuals: a counselor, principal, and/or a certain subject area teacher. Read the scholarship application carefully so that you are confident you meet the requirements. If there are no directions regarding the writers, seek a variety. Always allow the recommendation writer as much time as possible. Two weeks is minimally acceptable in order to receive a well-written letter that honors your accomplishments and produces the desired results. Give the recommendation writer a stamped and addressed envelope unless it is to be included with the application. **Write a thank-you note!**

Scholarship for which I am applying: \_\_\_\_\_ Due Date for recommendation: \_\_\_\_\_

Student Name \_\_\_\_\_ School ID# (if applicable) \_\_\_\_\_

Describe your family demographics, activities, and duties/responsibilities at home, and any special challenges you have overcome:
Discuss your personal and professional goals:
Describe your most admirable qualities:
<b>School Achievements:</b>
Describe your college/career plans, the reasons you wish to go to college, and the reasons you wish to follow a particular career path:
List any academic awards you have received (note grade level) and the reasons you received those awards:
Describe leadership positions or special contributions you have made to school clubs, sports, and activities, particularly noting what you have learned about yourself (note grade level/offices held):
<b>Community Activities:</b>
Describe your contributions to community organizations and/or faith-based activities:
Describe work or volunteer experiences you have had. What was your unique role with those positions? What did you learn about yourself? How did you grow from these experiences?
Describe what you have learned from your travel experiences or from having lived elsewhere:
Describe something special or unique about you that you would like to have mentioned in the letter. You might like the writer to mention a specific assignment, reading, or project on which you did well. Explain.