Steps for Getting A Scholarship

Start Early
- If possible, start the process at least two years before you need the aid.
- Always remember that you will be applying for scholarships about a year before you will actually receive the aid.
- Get good grades—they will only help you and put you above the next applicant.

Prepare Yourself
- Often scholarships are awarded to students who are involved in activities both in school and in the community. Well-rounded students have the best chance of receiving scholarships.
- Many clubs and organizations have scholarships associated with them. Doing your research in the beginning may help you obtain more scholarships.

Do Research
- Figure out what makes you a special individual. This may include such things as academics, volunteer work, athletics, or your family background.
- Consider unique circumstances or conditions that might make you eligible for aid such as being a foster child, having asthma, being a single parent, or having a disability.
- Scholarship opportunities can be found in many places including financial aid offices, libraries, local civic organizations, your (or your parents') employer, local businesses, your high school counseling office, or the internet.

Download Applications and Information
- After you collect all of the information about the scholarships for which you are interested in applying, you will need to contact the organization.
- Most organizations will have online scholarship applications. Some will require that you contact them through the mail to request applications and other pertinent information. Other organizations will give potential applicants their phone numbers and email addresses to expedite the request for information.
- Give the organization ample time to send you the necessary paperwork. Be aware of all deadlines associated with applying.

Apply
- Once you receive the application and understand all of the information that you are expected to send to the organization, you will need to apply for the scholarship.
- Many organizations require information such as a completed application, an essay, recommendations, and/or a resume from each applicant. Make sure you have given yourself plenty of time to gather all of the required information.
- Most scholarships will have deadlines for applying. You may want to keep a calendar with all of the deadlines listed so that you do not let any expire.
- Before you send in your completed application, make sure to double-check the spelling and grammar. Nothing looks worse on a scholarship application than a common spelling error.
- Remember that the application process takes time, and it could be months before you are notified of any awards. Be aware that some organizations will not send any follow-up correspondence if you do not receive the award.
- Always put your best effort into each application. Be neat and organized – First impressions count!