

Local Scholarship Generic Application INSTRUCTIONS:

- Leave the name of the scholarship blank and complete the remainder of the form
- Attach a copy of your high school resume
- Attach a typed, one page essay describing the affect a local scholarship would have on your future plans **OR** the specific essay required for the scholarship
- Attach a copy of a college acceptance letter **OR** a note from your counselor stating that you have applied to college (provide your counselor with a written request for this note two weeks before the
- due date)
- Request your transcript from the guidance secretary and indicate if test scores are needed
- Request a letter of recommendations from teachers two weeks before the due date
- Make copies of your packet (one copy for each local scholarship you are applying for)
- Write in the scholarship name on each set and add all attachments, including those unique to a given scholarship (essay, teacher recommendations, etc.)
- Please make sure you deliver, mail, or email your completed application by the due date

