

APPLICATION

FAUX PAS

Some of the most common mistakes are made because applicants did not follow the instructions. So make sure you don't miss out due to one of these common errors:

Not reading requirements. The most common mistake we get is when an applicant submits an application from our website and does not include the support documentation described in the guidelines. Make sure and read through the criteria, do your research. No support documentation, no scholarship! It's that simple.

Incomplete applications. Make sure you include all required references, transcripts and/or essays. If your reference provider prefers to send their letter directly to us, it's ok, just make sure their mailing to the correct address. Then call ahead and give us a warning.

Deadlines are no joke! Absolutely no exceptions. Rules...rules...rules!

More isn't always better. The scholarship selection committee has very specifically outlined what is required of all applicants, including limitations on essays, references, ect. Don't submit inappropriate supporting documentation. Stay within the limits.

Illegible applications. Be careful when using fancy, hard to read typefaces on your application and essay. Or handwriting even your doctor would be ashamed of.

Spelling errors! Remember, to take the time to spell check your application!

Mr. Clean. You may not even know about problems that occur with the shipment of your application. For instance, we've received applications that look like they were used as sweepers or squeegees. We suggest a waterproof envelope of some sort; it pays to waterproof!

Postage Blunders. Sending your application with "postage due" is definitely a big Oops! But also make sure when mailing the envelope, don't forget to put the application and all support documentation in it. Surprisingly common mistake!



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