

# COMPLETING A SCHOLARSHIP APPLICATION

## BEFORE YOU BEGIN

It's important to complete and submit the application in one sitting. If the application process is started and then left unfinished with your browser window open - the window's sleeping then refreshing will likely delete any information in the application - requiring you to begin the process again.

The following is a list of the information you will need in-hand to complete the application.



### Complete Personal Information

### Complete Home Address

### Household Information

- \_ Number of Living Children in Household
- \_ Ages of Dependent Children
- \_ Other Dependents and Their Ages
- \_ Other Adults Living in Home & Their Age

### Current Education Information

- \_ School You Wish to Attend

### Digital Files of These 3 Documents

- \_ Transcript or Proof of Admission
- \_ One Letter of Recommendation
- \_ Your Story (*Limit: 3 Pages*)

### Your Story

*(This is the most important item in determining qualification for the scholarship.)*

*Address the Following Points:*

- \_ Help Us Understand You and Your Story.
- \_ Briefly Tell Us About Your History.
- \_ Describe Your Financial Needs, Educational Objectives, and Career Goals.
- \_ Tell Us What You Want Your Life to Be Like 5 Years From Now.
- \_ Tell Us About You, Your Struggles, Your Dreams.
- \_ Tell Us Why You Should Be Selected for This Scholarship.

### Financial Information

- \_ Monthly Salary
- \_ Monthly Child Support Amount
- \_ Monthly Food Stamp Amount
- \_ Monthly Welfare Assistance Amount
- \_ Monthly Alimony Received
- \_ Other Monthly Income Amount

# SCHOLARSHIP APPLICATION GUIDE

## Monthly Expenses

- \_ Rent / Mortgage Payment
- \_ Monthly Phone Expense
- \_ Monthly Utility Expenses  
*(Include electricity, water, gas, etc.)*
- \_ Monthly Maintenance/Repairs Expense  
*(Include home, car, etc.)*
- \_ Monthly Insurance Expenses  
*(Include auto, medical, life, dental, etc.)*
- \_ Monthly Transportation Expenses  
*(Include bus pass, car payment, gasoline, etc.)*
- \_ Monthly Food/Grocery Expenses
- \_ Monthly Clothing Expenses  
*(Include you and your children.)*
- \_ Monthly Child Care Expenses
- \_ Monthly Child School Supplies Expenses
- \_ Monthly Children Lunch Money Expenses
- \_ Monthly Pet Expenses
- \_ Monthly Credit Card Payment(s)
- \_ Monthly Entertainment Expenses
- \_ Monthly Charity / Gift Expenses
- \_ Monthly Legal Expenses

## Assets

- \_ House Fair Market Value
- \_ Car(s) Fair Market Value
- \_ Total Savings Amount

## Total Retirement Accounts Amount

## Other Assets

*(Please list all other assets and their amounts.)*

- \_ Total Value of All Assets  
*(Please sum up all assets in this section.)*
- \_ Liability Balances
- \_ Mortgage Balance
- \_ Car Loan(s) Balance
- \_ Total Credit Card Balance
- \_ Medical Loan Balance
- \_ All Other Debts and Amounts  
*(Please list all other debts and their associated amounts.)*
- \_ Total Student Loan Balance
- \_ Total Amount of All Liabilities  
*(Please sum up all liabilities in this section.)*

## Educational Expenses

- \_ Tuition Cost Per Semester
- \_ Fees Cost Per Semester
- \_ Books Cost Per Semester
- \_ Supplies Cost Per Semester
- \_ Parking Cost Per Semester
- \_ Grant and Student Aid
- \_ Applied for a Federal Pell Grant?
- \_ Filled-out a FASFA *(Student Aid)* Form?

