

# **BERYLE GARDNER STUDENT SCHOLARSHIP**

## **Application Tip Sheet**

### **ESSAY:**

- Should be word processed or in your *neatest* handwriting.
- Have a teacher or peer edit your work.
- Clearly describe the following areas:
  - Your short and long term goals
  - Your work experiences
  - Any school, church, or community activities you participated in
- Describe what significant challenges you have overcome in your life.
- Describe the Community/Volunteer Service activities you've been involved in, what impact they had, what value they brought to your life, and what you've learned.
- Describe any unique or unusual activities, projects, or courses you've taken part in. (Option- If you wish to submit an example of this work you may.)

### **RECOMMENDATIONS:**

- Notify ALL reference contacts in advance.
- Make sure all recommendations include a phone number, and address (if available).
- Ideas for reference letters:
  - Community/Volunteer Service Sponsor or supervisor
  - Past Employer
  - Non-Relative
  - Other Educational Reference (excludes Campus Team)
  - Non Educational Reference (i.e. Probation and Parole Staff, Security, etc...)

#### **How Do I Receive My Award?**

Recipient must pick up award from their local campus

Or

Provide a current mailing address so award can be mailed

#### **When is My Packet Due?**

Completed packets are due by:  
June 30<sup>th</sup>

Your packet should include:

- Your essay
- Your letters of recommendation (at least two)
- General Information Sheet (from pamphlet)