

2011 GBHS LOCAL SCHOLARSHIP and SENIOR AWARDS GUIDELINES

Completed Scholarship Applications AND Recommendations are Due to the Guidance Office by FRIDAY, MARCH 4th, 2011

SENIOR AWARDS ASSEMBLY: Wednesday, May 11th, 2011 7:00 p.m. GBHS Auditorium
You will receive a letter at home a week or so before the awards assembly that invites you to attend the GBHS Senior Local Scholarship/Awards Assembly if you are one of the recipients of ANY of the following: Local scholarship winners, top 10% of the class, Board of Regents Completers, State Scholar, along with scholarships that Seniors receive from the college/school they may be attending.

To receive recognition for a college/technical school or *other* scholarship you've received this year, (not a local scholarship) **YOU MUST** fill out a purple sheet that WILL BE given to you in government class in early April and turn it into the guidance office by the deadline of May 2nd. Any late entries may not be in time to be put into the program.

Seniors: Follow these steps to be eligible for local scholarships. PLEASE do not put this off. This is a great opportunity you are given to be eligible to earn some money for college.

1. **Website:** www.usd428.net then click on *Local Scholarships*.

Go to this website and scroll through all the available scholarships. Print off the ones you qualify for (**read the criteria for each scholarship carefully**). If you aren't able to do this on your own, see a counselor to receive assistance. **Make CERTAIN you meet ALL the qualifications before filling out a scholarship.** Otherwise, you may miss an opportunity to receive one.

2. Turn in all **COMPLETED** scholarship applications **at the same time. Please do not turn in a scholarship one day and another one a week later. Wait until you are completely finished. Paper clip each scholarship separately. Please do not staple or put each into its own folder, we will be removing them when we attach transcripts. You MAY turn in ALL scholarships in ONE folder.**

3. **It is GBHS policy that a student CANNOT receive more than one LOCAL scholarship.** A local scholarship is defined as one that applies to Great Bend High School seniors only. Other Barton County scholarships do not apply to this rule. Therefore, a GBHS senior may be awarded **one local GBHS scholarship AND** as many Barton County scholarships as you are awarded.

4. Please understand that by filling out GBHS scholarship applications does not entitle you to a scholarship. **There is no guarantee that every student filling out an application will receive a scholarship.** SCHOLARSHIP COMMITTEES select the winners of their scholarships. The guidance office is NOT involved in the process of choosing the recipients. The more applications you fill out however, does give you a better chance of being awarded a scholarship.

5. **Transcripts:** The guidance office will attach your transcript to each scholarship you apply for. By applying for the scholarship, you are giving the guidance office permission to release your transcript. Some scholarships require ACT scores and we will attach those as well.

6. **Letters of Recommendation:** Most scholarships ask for letters of recommendation from teachers, counselors, ministers, members of the community or employers. Letters of recommendation may be turned into the guidance office by your teachers or by you if they put it in a sealed envelope. **It is YOUR responsibility to see that all recommendations have been turned in. Include YOUR name on the envelope, along with the name of the scholarship you are applying for.** Follow these steps when asking for letters of recommendation:

- a. **Give them a copy of your resume** to help them with their letter.
- b. Give a stamped, addressed envelope to be mailed (or they may hand deliver it to the guidance office in an envelope with your name and scholarship listed).
- c. Write a thank you to the person providing a recommendation.

7. **Please include a PHOTOGRAPH of yourself.** ☺

8. **References:** Some scholarships may ask for references or people they can contact to receive information about you. Be sure to list names, phone numbers and their relationship to you (family friend, employer, minister, teacher, etc). **Be CERTAIN to ask permission from these references that they can be contacted for information about you. Ask EARLY!**

9. **Complete applications THOROUGHLY!** Do not leave items blank that are required. The guidance office does **NOT** go through completed applications to see that you've followed directions. It's all up to you! We've had past scholarship applications that weren't complete and they didn't win a scholarship as a result.

10. Be **PROUD** of your accomplishments! Have a parent or other adult that is willing, to review your application to make sure you've followed every direction. Make your application stand out with your unique talents and activities.

11. The Guidance Office will deliver the scholarship applications, transcripts and recommendations to the scholarship committees **EXCEPT** for the following.....

YOU are responsible for MAILING or DELIVERING the following 2 scholarships:

H.H. and Jennie Kopke Memorial Scholarship
American Petroleum Institute Scholarship
(The addresses are listed on the scholarship application).

ALL OTHER SCHOLARSHIP APPLICATIONS AND LETTERS OF RECOMMENDATION ARE DUE INTO THE GUIDANCE OFFICE BY 3:30 P.M. ON FRIDAY, MARCH 4TH, 2011. LATE APPLICATIONS WILL NOT BE ACCEPTED.

GOOD LUCK and Happy Writing!
Mrs. Baker, Mrs. Davis, Mrs. Koelsch