

# Scholarship Application Help Guide

## How to prepare a scholarship application

1. Provide **all** the necessary information required with supporting documentation. The more information you provide, the better we can assess your application.
2. Allow yourself enough time to put a complete application together.
3. Ask a family member or friend to read your application. Ask for feedback.

## How to write a personal statement

1. Address **each point** required in the personal statement. When assessing your personal statement, the selection panel members will allocate marks to each point addressed.
2. Writing a personal statement is an opportunity to **reflect** on who you are, what you have done, how that has helped you grow, who you want to be, what you hope to achieve, and share this with the selection panel members. Think about how these experiences add value to your application. Avoid statements that could have been written by anyone.

## How to address eligibility criteria

1. Read the eligibility criteria of the scholarship and address each one carefully.
2. When addressing your passion in your field of study:
  - a. Show your enthusiasm. What made you interested in the field? What inspired you to want to know more?
  - b. Engage the selection panel members by demonstrating your knowledge and aptitude for your chosen field. What is your ambition? What do you aim to achieve in the future in this field? The selection panel members are always looking to support students with potential. When you believe in yourself, they are likely to believe in you as well.
3. When addressing your financial/educational disadvantage:
  - a. Share your story as long as you feel comfortable to tell the selection panel members the hardships that you may have experienced.
  - b. Keep a positive tone. This may sometimes be difficult but let them know who you are. They will be looking for someone who would thrive in the difficult times.
4. When addressing your leadership potential/commitment to your community:
  - a. Share a few meaningful experiences that motivated, inspired and shaped you instead of mentioning a long list of activities or accomplishments.
  - b. Be specific when demonstrating your commitment in the community. For example, say “my internship with the Sierra Club’s Bald Eagle Project” rather than “my internship with a renowned environmental organisation’s project to save endangered species.” You may explain what the project was about in the next sentence.
5. When addressing how the scholarship will benefit you:
  - a. Think about the tangible benefits of having extra cash in hand to help with your studies. Perhaps this could also help alleviate some financial constraints in your family.
  - b. Do you still need a part-time job? Consider spending more time on your studies or the opportunities of extracurricular activities/community involvement/networking that will build essential skills such as leadership, teamwork and/or communication.
  - c. Reflect on the added value of scholarship benefits that include a mentoring program or an internship. How would they affect your life or your career in the long term?