

## AFTER PREPARING YOUR APPLICATION

Don't hit that the SUBMIT button just yet! There are a few more things you can do to make sure your application is in good shape. And, even once you do submit, the work of creating a strong application isn't necessarily done. The tips below will help you put those finishing touches on your application and ensure a strong application before, and after, submission.

### **1. Proofread and use your high school's resources.**

Having misspellings and grammatical errors is a common mistake in applications. Proofread your own application, but keep in mind that fresh eyes are better at catching mistakes and spotting ways to improve your writing, so have as many people read your application as possible. Ask around to see what resources your high school offers like a scholarship office or career center. One trick to evaluate your writing is to outline your essay responses after you have finished them. This can help you find areas to improve the order or flow of your responses.

### **2. Choose your references thoughtfully.**

The references you provide on your application will be sent a form which is used to submit an endorsement statement (i.e., a letter of recommendation). Choosing references based on how impressive their titles sound can be tempting, but you are better off choosing someone who knows you well. Because many applicants have not had much prior academic experience, the letters of recommendation play an important role — your references should be able to speak to your skills, interests, and drive in a genuine and specific way.

### **3. Provide your references with context and prompts.**

If you provide your references with information, you make it easier for them to write you a meaningful and unique letter. Give them information about the scholarship, provide them with your resume, tell them why you are interested in the program specifically, and tell them what you think makes you a good applicant.

### **4. Check in with your references.**

Teachers and other mentors are often asked to write many letters of recommendation around the same time. Most of them appreciate polite reminders along the way and as deadlines approach. It doesn't hurt to ask them whether they mind getting an occasional reminder from you (they will probably say, "please do!").

### **5. Keep your grades up and seek new opportunities.**

Keep in mind that your GPA must stay above the scholarship requirement (3.0 for John J Williams and 2.0-2.99 for Legacy) at the time of the scholarship award. You should also continue to seek new opportunities. New experiences will help you decide on, and interview well for other scholarship awards.

