



When applying for scholarships, you will often be asked to write an essay either about yourself, your goals, or a topic chosen by the scholarship committee.

THERE ARE TWO GOALS YOU SHOULD KEEP IN MIND:

1. To persuade the admissions officer that you are extremely worthy of admission.
2. To make the admissions officer aware that you are a real life, interesting person.

HERE ARE SEVERAL TIPS THAT MAY HELP GUIDE

YOU AS YOU WRITE YOUR ESSAY:

- Because Admissions officers may spend only 1-2 minutes reading your essay, capture your audience in the first two sentences of the essay.
- Write specific thoughts – don't generalize your experiences.
- Get to the point when you are writing.

- **Remove any thoughts and phrases which do not contribute to your ideas.**
- **Answer the question posed in the application. Stay on track.**
- **Be aware of word limits and space.**
- **Focus on the positive.**
- **Do not repeat information found elsewhere in your application.**
- **Use transitions within paragraphs and between paragraphs to preserve the logical flow of the essay.**
- **Link the conclusion to the introduction.**
- **Delete anything in the essay that does not relate to your main argument.**
- **Edit your work.**
- **Proofread, checking for spelling, grammatical errors, and punctuation errors. (CARELESS MISTAKES COULD**

COST YOU MONEY!



- **Submit an essay that is neat and readable. Type, double-space, and provide adequate margins on all sides.**

(FOR ASSISTANCE, TAKE YOUR ESSAY TO THE FCCJ LEARNING CENTER COMMUNICATIONS LAB)

Visit www.fccj.edu/lc for locations and hours of operation.

SUGGESTIONS:

➤ **Before you start writing, think about what you might say about yourself.**

- **What is important to you?**

- **What are your goals?**

- **What matters to you?**

- **How do you see the world?**

- **What makes you a “good fit” for this award?**

- **What makes you “stand out” from other applicants?**

➤ **Choose 3-4 key points to develop.**

➤ **Share specific incidents to show your strengths.**

Essay Outline

1. Introductory sentence

- a. State your name
- b. State the name of the scholarship for which you are applying.

2. Educational Objectives and Career Goals

- a. Identify your major
- b. Why did you choose this major?
- c. What will you do with a degree in this field?
- d. What career path have you chosen?

3. Brief Background

- a. Who are you? (not your name)-family, children, siblings
- b. How did you get to where you are today?
- c. What is important to you?

(Here you would include volunteer work, hobbies, and extra-curricular interests – things that make you “stand out”. This is also where you would include your Academic Accomplishments.)

4. Need

- a. Why do you need a scholarship?
- b. How will it make a difference to you?

5. Conclusion

- a. Wrap it up with a simple sentence or two.
- b. Thank them for allowing you to apply for the scholarship.

PROOFREAD, PROOFREAD, PROOFREAD!

Helpful Websites

Scholarship Types:

<http://library.thinkquest.org/C005172/sholarship2.htm>

Improving Essay Writing:

<http://www.essayedge.com/>

<http://www.freschinfo.com/tips-brainstorming.php>