

GULF COAST HIGH SCHOOL SCHOLARSHIP PROCEDURES

February 9, 2009 – SENIOR SCHOLARSHIP MEETING

- Seniors will receive the following materials:
 - **2009 SCHOLARSHIP PROCEDURES**
 - **GCHS SCHOLARSHIP APPLICATION FORM** – Also available on the **Guidance Web Page** under **Scholarship** or by opening **Microsoft Word** at school, go to **INSSHR**, open **Scholarship Applications**, copy and save to your account
 - **Sponsor Applications** are located in the **Guidance Office**, **online**, or **INSSHR**
 - **SCHOLARSHIP COVER SHEET**
 - **THANK YOU LETTER SAMPLE**
 - **BRIGHT FUTURES REGISTRATION INFORMATION**
 - **ACADEMIC HISTORY** (can use this to substitute for a transcript unless “official” is requested)
 - **LIST OF SCHOLARSHIPS** – including criteria, value and requirements
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- Review **LIST OF SCHOLARSHIPS**. Select those for which you qualify. You can apply for many!
 - Double check application deadlines. **Most applications are due back to Mrs. Sharp no later than Friday March 13, 2009 at 2:00 PM.** However, some deadlines are prior to **MARCH 13th** and might require that you mail the application directly to the sponsor. **DO NOT RELY ON THE APPLICATION DEADLINE UNLESS OTHERWISE NOTED ON THE LOCAL SCHOLARSHIP LIST. THERE WILL BE NO EXTENSIONS TO THE DEADLINES!!!!!!**
 - For each scholarship, determine the necessary requirements (i.e., application, academic history, recommendations and resume) and prepare accordingly. **For ALL applications indicating FINANCIAL NEED, you must include a copy of your parents’ 2008 income tax form (1040).**
 - When requesting recommendations from a teacher or adult in the community, allow the individual at least two weeks to complete the letter of recommendation and always include your resume. Be sure to ask a teacher or other adult in the community who knows you well and will write about your positive attributes.
 - An essay or personal statement is often required. Typical topics include:
 - What are your career goals?
 - Why do you feel you merit consideration as a scholarship recipient?Write a rough draft of your personal statement and/or essay and ask an adult to review it for errors. Type or print very neatly!! This is their first impression of you!!
 - Interviews may be requested. Practice answering typical questions by role-playing.
 - **SPONSOR APPLICATION FORMS are available in Guidance or on the Sponsor Web Page.**
 - **All applications must include:**
 - GCHS or Sponsor Scholarship Application Form
 - Essay if applicable
 - Recommendations and Resume
 - Academic History
 - Scholarship Cover Sheet (the single sheet provided should be cut in thirds to provide a cover for each set of applications). **All applications MUST have a cover sheet.**
 - **NOTE:** Students are responsible for making their own copies. Students **WILL NOT** be permitted to use copier in the Guidance Office!!
 - Each scholarship application must be COMPLETE, NEAT, and submitted with a **SCHOLARSHIP COVER SHEET**, appropriate application form, and other requirements as requested.
 - THERE MAY BE ADDITIONAL SCHOLARSHIPS –Check the Scholarship Board in Guidance and the Web Site. The scholarship list will be posted on the website (www.gulfcoastsharks.com) under guidance.
 - **DEADLINE: NO LATER THAN 2:00 PM Friday, March 13th**– TURN IN COMPLETED APPLICATIONS (WITH ALL ATTACHMENTS) TO MRS. SHARP IN GUIDANCE (applications must be hand delivered).
 - ✓ Some applications are mailed directly to the sponsor-follow their deadlines.