

## 4-H Scholarship Application Checklist

Thank you for taking the time to submit a 4-H scholarship application package. The Scholarship Committee of Manitoba 4-H Council would like to draw your attention to the following points which may help ensure success:

- Application must be signed (by applicant and parent/guardian as appropriate)
- Application must be dated
- Applicant's first and last name must be on each page/attachment. Pages are separated and distributed to several markers, so name on pages is very important. **If your name does not appear on all pages, you will be disqualified.**
- Number all pages of your application
- Ensure that your application is complete e.g. submit essay(s) as required and enclose your transcript (last three academic years), career plans and three references
- Mail your application before the deadline date
- Proof read and edit your work (do not rely solely on spell-check), check grammar and confirm essay length is as requested
- Review the scholarship criteria to ensure you qualify for the appropriate program and/or institution
- Ensure that your reference is dated within the last 4 months and signed by the writer. Provide a copy of the reference requirements to the writers so they are clear what is required.
- If you are going to incur major expenses to attend post-secondary education, please consider applying for the Schellenberg Bursary. List your anticipated/actual expenses i.e. books, tuition, travel, accommodations etc.
- Applicants may win each scholarship only once - do not re-apply for scholarships which you have already received
- Indicate clearly what scholarship(s) you are applying for
- Provide detailed information about your 4-H involvement (including a detailed list of what projects you have taken) and career plans – boast a little!