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Sources of Financial Assistance

Where is the money going to come from?
The reality of paying for post-secondary education can be challenging for many students and their families. Students need to budget for tuition payments, textbooks, and other educational and living expenses. Many students and their families need to explore additional means to finance the costs of post-secondary education. There are three main sources of financial assistance for graduating high school students.

Scholarships
- A scholarship is a monetary award based on academic achievement, excellence in an area that pertains to the award or other select criteria.
- Scholarship donors may request evidence of leadership, community service, artistic and/or athletic endeavors and current marks (e.g. a transcript).

Bursaries
- A bursary is a non-repayable monetary award based on financial need and reasonable academic standing. Candidates will be expected to provide some or all of the following types of information: financial statements from parents, a list of other monetary awards the student has or will receive, a proposed budget which estimates the cost of the post-secondary program, and/or an essay outlining challenges the student/family may have dealt with. These challenges could include: being in the care of the Ministry of Children and Families, mental and/or physical health concerns (parent or child), refugee to Canada, loss of home/income, etc.
- The main criteria is ALWAYS the student could not afford post-secondary education without an investment from a source outside their family.

Student Loans
- A loan is a government sponsored repayable monetary award based on financial need.

Types of Scholarships
There are FOUR basic types of scholarships and bursaries available to high school students:

1. Provincial Government Scholarships. The Provincial Scholarship Program is intended to recognize student achievement and encourage students to pursue post-secondary education. This year there are five scholarships available: the BC Excellence Scholarship, the BC Achievement Scholarship, District / Authority Scholarships and two specific vocational awards for students pursuing either a B.Ed. degree in BC or continuing in the trades training they started in high school.

2. Langley School District Foundation Scholarships. The Langley School District Foundation oversees the scholarship fund which is available to Grade 12 students in Langley School District. The Foundation works with private donors, businesses, service clubs, PACs, and other organizations who generously contribute on an annual basis to this fund. Donors identify the specific criteria for their award. “Open or District” awards are available to all Grade 12s. “Local” awards are designated for students who attend particular high schools. For example, WGSS scholarships are designated for WGSS students.

3. Entrance Awards. Many post-secondary institutions have scholarships, bursaries, and award opportunities available to students who apply and are accepted to their institution. Some scholarships are automatically awarded based on academic entrance GPA while others require the completion of a separate application form.

4. Other Scholarship Sources. Students should check the following to see what scholarships may be available to them: parent’s employer, parent’s affiliations, credit union membership, other affiliations such as clubs (e.g. Girl Guides) or specific criteria (e.g. Aboriginal heritage).

NOTE: The District Scholarship Website contains a database of numerous scholarship opportunities for students to review. Website: https://www.sd35.bc.ca/students-parents/scholarship-information/scholarships-awards/

1. Provincial Government Scholarships
To be eligible for the Provincial Scholarships Program, students:
- Must be a Canadian citizen or permanent resident (landed immigrant) the first day of the Grade 12 school year.
- Must be a BC resident.
- Must be or have been enrolled in a BC public school

A. BC Excellence Scholarship
- The BC Excellence Scholarship is a $5,000 award which is awarded to 55 students who were nominated by their school (one nomination per high school) The Ministry of Education looks for demonstrated service and leadership both in school and in the community, and aptitude and commitment to a chosen career path. Additional criteria includes:
  - Be in a position to graduate
  - Have a “B” (73% or above) as a final mark in Language Arts 11
  - “B” average in final course marks which fulfills graduation requirements for Science 11 or 12, Math 11 or 12, and Social Studies 11 or 12, with no more than one “C+” (67% or above). A final course mark lower than “C+” is not accepted.
• Maintain a “B” average or better in Grade 11 and 12 final course marks required for graduation

• Students who wish to be considered for nomination must submit the following items to their high school’s scholarship committee by January 24:
  • Resume in the mandatory format
  • 2 Letters of Reference – one from the community and one from your school
  • Essay: 500 word (maximum) describing community service, volunteer activity, and/or leadership role. The written statement needs to address: What led you to participate in community service, volunteer activity, or leadership role? What did you learn from this involvement? How will this experience benefit you in the future with regard to the career path you plan to pursue (include examples)?

• Once chosen, the nominee will have until February 3 to have the application completed for submission to the school scholarship committee to review; it will be signed by the school principal and returned to the student for mailing as the application must be received by the Ministry of Education by February 24. More information about this award is available on the Ministry site:
  • https://www2.gov.bc.ca/gov/content/education-training/k-12/support/scholarships/provincial-scholarships
  • Voucher must be redeemed within 5 years from September 30th of the student’s graduation year.

B. Pathways to Teacher Education Scholarship

• This BC Ministry of Education scholarship recognizes 20 outstanding Grade 12 students planning to enter the field of teaching with a $5000 voucher to redeem upon entrance to one of BC’s Faculty of Education Program.
  • Applicants must be BC Residents and Canadian citizens or permanent residents.
  • Students must submit their application directly to the Ministry of Education on or before the February 24 deadline.
  • Voucher must be redeemed within 7 years from September 30th of student’s graduation year.
  • https://www2.gov.bc.ca/gov/content/education-training/k-12/support/scholarships/provincial-scholarships/pathway-to-teacher-education-scholarship

C. District / Authority Scholarship Award

• The District / Authority Scholarship Award is a $1250 tuition scholarship voucher.

• Applicants must fulfill the BC Graduation requirements for either the Dogwood Diploma or the Adult Graduation Diploma. Unfortunately, students on School Completion (“Evergreen”) Certificate are not eligible for this award.

• Students have the opportunity to apply for the District / Authority Scholarship by demonstrating excellence in one of the following seven categories:
  • Indigenous Languages and Culture (leadership at school or in the community with First Nations)
  • Fine Arts (Visual Arts, Dance, Drama, Music, Photography, Creative Writing or Film)
  • Applied Design, Skills and Technologies (Business Ed, Technology, Media Arts, Home Ec., Tech Ed.)
  • Technical and Trades Training (Carpentry, Automotive, Electrical, Hairdressing, Electrical, Culinary Arts – not Work-in-Trades programs)
  • Physical Activity (National/ Provincial Athlete, PE 11/12, Dance, Gymnastics)
  • International Languages (international languages besides English through course work or external assessments, including AP and IB)
  • Community Services (Volunteer Activity – not related to course work, including demonstration of local and global issues and cultural awareness)

• Students should complete the application form from the school where they plan to cross the stage for graduation. Students should be aware that each Langley high school has their own scholarship application form and deadline.

• The application form will likely require a reference form to be completed by the sponsor teacher or community partner.

• Voucher must be redeemed within 5 years from September 30th of student’s graduation year.
  • https://www2.gov.bc.ca/gov/content/education-training/k-12/support/scholarships/provincial-scholarships/bc-achievement-scholarships?keyword=bc&keyword=achievement&keyword=scholarships

D. Youth Work in Trades Award—WRK

• Students who are eligible for the WRK Award will automatically be considered. There is no need to apply. To be eligible, students must have:
  • Been registered with the Industry Training Authority as a youth apprentice
  • Graduated with a Grade 12 Dogwood Diploma or Adult Dogwood
  • Successfully completed WRK 11A, WRK 11B, WRK 12A, and WRK 12B
  • Maintain a C+ average or better on Grade 12 numbered courses*

• Reported a total of at least 900 hours to the ITA by Dec. 31 of the school year the student turns 19

• *Note: A student’s graduation transcript includes the courses the student has passed. The WRK Award uses all courses numbered 12 in the calculation of the grade point average.

E. BC Achievement Scholarship

• Students do not apply for this award; it is automatically awarded by the Ministry of Education.

• The BC Achievement Scholarship is a $1250 scholarship that recognizes broad achievement in courses meeting graduation program requirements.

• For the 2019/20 year, 8000 top BC graduates with the highest cumulative average based on students’ achievement in Grades 10, 11, and 12 courses will receive a voucher to be used for post-secondary studies.

• Recipients must meet basic eligibility
requirements in addition to attaining a "B" (73% or above) in their Language Arts 12 course.

- Voucher must be redeemed within 5 years from September 30th of student’s graduation year.
- https://www2.gov.bc.ca/gov/content/education-training/k-12/support/scholarships/provincial-scholarships/bc-achievement-scholarships?keyword=bc&keyword=achievement&keyword=scholarships

2. Langley School District Foundation Scholarships
The Langley School District Foundation administers funds collected from various individuals, service clubs and other donors. Awards are available to Grade 12 students proceeding to post-secondary. Students compete with other Langley District students for approximately 50 District Awards. In addition, each Langley high school has awards given to students at their own high school.

- All Langley high schools have their own application form available to students on their website.
- Students need to apply for scholarship consideration at the school where they plan to cross the stage for graduation.
- Students must include their Social Insurance Number (S.I.N.) in order for their application to be considered.
- Grade-Point Average (GPA) must be at least 67% based on the best 12 courses which will include: Language Arts 11 and 12, Socials 11 or 12, Math 11 or 12 and a Science 11 or 12.
- Local and District Scholarships must be redeemed within 2 years of graduation.
- Refer to the Appendix, page 10, for a list of the awards available to all Langley School District graduates. Be aware that this list is subject to change.
- See your school’s scholarship site for a list of the awards available to the Grade 12 students in your home school. Be aware this list is also subject to change.

Students taking courses off campus through distance education must see their counsellor if they would like to have that mark included in the calculation of the GPA.

- The online school must verify that 70% of the course is completed by February and must provide the current mark to the school counsellor.
- It is the SOLE RESPONSIBILITY of the student to have the SOLE RESPONSIBILITY of the student to have the DL course mark attached to the scholarship application.

3. University/College Entrance Scholarships
All post-secondary institutions administer entrance scholarships for Grade 12 students proceeding directly to studies after high school. Students should check the “Financial Aid” section on each institution’s website for more information.

Eligibility is often based on Grade 11 marks when Grade 12 marks are not available. Many institutions ask Grade 12 students to self-report their first and second term marks. Students must FIRST apply for admissions before they can be considered for any scholarships at an institution.

Many BC post-secondary institutions require applications to be submitted by the beginning of February. (NOTE: UBC requires students to have completed their online application by December 1.)

Entrance scholarship information in this handbook is up-to-date at time of publishing. Please confirm dates, criteria, and amounts on post-secondary websites.

BCIT (BC Institute of Technology)

- A President’s Entrance scholarship is available to students who are planning to take any program at BCIT - career, technical or trades.
- Applications are available online. The award is based on academics plus leadership and school involvement. The deadline is August 5.

Capilano University

- Entrance awards are given to new students to recognize and support achievement in academics, sports, and the arts.
- Application deadline: March 1.

Douglas College

- To be eligible, applicants must be conditionally accepted to Douglas, have a minimum 3.5 GPA, and provide evidence of significant contributions to school and/or community.
- Application deadline: April 1.

KPU (Kwantlen Polytechnic University)

- Kwantlen offers entrance, aboriginal, affiliation, and trades scholarships.
- KPU’s Leaders of Tomorrow and general entrance awards deadline is April 6.
- Applicants need to demonstrate leadership, citizenship, determination and effort.

SFU Secondary Excellence Scholarship

- SFU’s scholarship deadline is December 15.
- All documents (marks, references) for the major scholarship are due January 31.

TRU (Thompson River University)

- Application for TRU’s Undergraduate Entrance Scholarships is made on the general application form.
- Undergraduate Entrance Scholarship: The minimum academic requirement is an 80% average in four Grade 12 academic subjects including English 12.
- President’s Entrance Scholarship: The top four academic grade 12 course marks, including English 12.
- Leadership Awards: recognize documented leadership and community service combined with academic achievement in core subjects.
- Application deadline: March 1

TWU (Trinity Western University)

- Applications for the leadership scholarship is January 15
- Application for admission scholarships is February 28
• Students who have an entrance average of 90% or greater will automatically be awarded $6,000.
• Music, Theatre, and Athletic Scholarships are available through the department’s websites.
• Application deadline: **March 15**

**UBC Major Entrance Scholarship (MES)**

• Students must apply to UBC and complete the Personal Profile by **December 1**.
• The Personal Profile is extremely important and can be the determining factor in limited enrolment programs.
• Students wishing to be considered for the Major Entrance Scholarship must submit their online application, including application fee, personal profile, self-reported marks and any required letters of recommendation by **December 1**.
• **December 1** is the scholarship deadline for UBC’s Centennial Scholarship for significant financial need (generally — family income is <$40,000).

**UFV (University of the Fraser Valley)**

• Recipients are selected based on academic excellence, community/school involvement and volunteer experience and leadership endeavours.
• Students apply online through their MyUFV account.
• The GPA for UFV’s Entrance scholarship is calculated on Grade 12 courses only. The deadline is **March 1**.
• UFV Trade Entrance Scholarship deadline is **September 1**

**University of Victoria**

• In order for a student to be considered for a UVIC Entrance Scholarship, the student must have completed the UVIC application documentation by **February 28**. The student must also self-report their grades by **March 31**.
• Students with an average of 90% or higher, calculated on nine academic Grade 11 and 12 courses, will automatically be awarded an entrance scholarship.
• **Note:** The UVIC School of Business Scholarship deadline is **February 28**.

4. **Other Scholarship Opportunities**

• Students are encouraged to check with parent(s), relatives, sports organizations, religious institutions, music schools, etc. for scholarship opportunities. A number of employers have scholarships available for children or grandchildren of employees.
• The District’s Scholarship Database lists scholarship opportunities by month for students and their families to review. [www.sd35.bc.ca/students-parents/scholarship-information/scholarships-awards/](http://www.sd35.bc.ca/students-parents/scholarship-information/scholarships-awards/)
• There are scholarship search engines which students can join. These databases will provide students with lists of scholarships for which they may qualify. Students should be aware that some of the awards may simply be a way to get their contact information.

(See Appendix, page 9, for a list of these searchable databases.)

• Students can also research scholarships available by chosen field of study; for example, KPU has a helpful site: [www.kpu.ca/awards/external-awards](http://www.kpu.ca/awards/external-awards)

5. **Scholarships for Youth in Care**

Students who have been in care of the Ministry of Children and Families (MCFD) are eligible for many of the above scholarships plus scholarships that are designated for Youth in Care. Some post-secondary institutions waive tuition for students who are in care or have been in care of MCFD.

The following websites will give students more information. Be certain to speak with your school counsellor and/or social worker for more information and assistance.

• **Youth Education Assistance Fund (YEAF)** [https://studentaidbc.ca/explore/grants-scholarships/youth-educational-assistance-fund-former-youth-care](https://studentaidbc.ca/explore/grants-scholarships/youth-educational-assistance-fund-former-youth-care)
• **Federation of BC Youth in Care Networks** [http://fbcyicn.ca/?scholarships](http://fbcyicn.ca/?scholarships)

Many scholarships require evidence of commitment and community involvement, school service, volunteer work, music and/or athletics and leadership.

• **Helpful Bursary Resource Guide** [https://services.viu.ca/sites/default/files/a-guide-to-scholarships-bursaries-tuition-waivers.pdf](https://services.viu.ca/sites/default/files/a-guide-to-scholarships-bursaries-tuition-waivers.pdf)

**How Much Will Your Education Cost?**

College/University websites provide full details about tuition and additional fees. For example, on UBC’s website there is an on-line cost calculator and downloadable budget planning work sheet.

**Financing Your Education**

Besides scholarships and bursaries, there are several other ways students finance their post-secondary education:

1. **Live at home** – the cost of food and housing is the biggest expense while you are studying full-time. Students often have part-time jobs in their local community and may continue working part-time while in university.
2. **Savings** – get in the habit of saving a portion of every pay cheque and keeping it for special purposes. Set yourself a goal of how much you want
3. Registered Education Savings Plan (RESP) - many parents have set aside money for their children’s education. It is never too early to discuss with your parents how and if they have planned on assisting you in paying for post-secondary school.

4. Work Part-Time on Campus – many universities hire their students to work part-time during the school year. Not only does it bring in extra money, but this gives you a chance to get to know the campus and meet new people.

5. Apply to do a Co-op Program — many post-secondary schools have co-op programs. If accepted into a co-op program you will be able to work in different types of work environments and get paid. This can help you get work experience and fund your education. It may take you one or two more terms to graduate but you will graduate with a more well-rounded education and experience to add to your resume. Find out about the opportunities available to you in your first year of post-secondary studies.

6. Student Loans
StudentAid BC helps eligible students with the cost of their post-secondary education through loans, grants, scholarships, and other programs. If you are a B.C. resident planning to attend a college, university, public institute or private training school, you have the primary responsibility of paying for your education. However, if you are not able to afford your studies, StudentAid BC may be able to supplement (not replace) your own financial resources. B.C. student loans are provided by the provincial government and Canada student loans are provided by the federal government. These loans are managed as a single Canada-B.C. integrated loan at the National Student Loans Service Centre (NSLSC).

There is a single application for loans and grants. [https://studentaidbc.ca/](https://studentaidbc.ca/)

**Steps to Completing Scholarship Applications**

1. Start Early
   - The scholarship process should begin late in your Grade 11 year or early in your Grade 12 year. Your goal is to apply for as many scholarships as possible.

2. Make a spreadsheet of all available scholarships
   - Identify the universities you are considering.
   - Use scholarship and university websites to make a list of available scholarships.
   - Search online databases for scholarship opportunities; see your school counsellor or career advisor for assistance.
   - Ask your parents to check at their place of employment.
   - Note scholarship deadlines in your spreadsheet.

3. Identify ‘Guaranteed’ Automatic Scholarships
   - Automatic scholarships are based solely on your high school marks and admission GPA. Usually you do not need to complete an application form.

4. Know What They Want
   - Read the criteria carefully and ask yourself ‘What are they looking for?’ Follow the directions given on the application carefully. You will disqualify yourself if you do not!
   - Some websites provide details or profiles of former recipients.

5. Help Your References
   - Teachers, coaches, and counsellors are busy!
   - Give referees plenty of time to prepare reference letters or to complete a reference form.
   - In your e-mail requesting a reference letter, be sure to include the following information:
     - Copy of your Comprehensive Resume
     - Program you are applying for
     - Name of scholarship you are applying for
     - Date of scholarship application deadline

6. Meet Application Deadlines
   - Ensure you meet the deadline and be sure to include all supporting documents requested.

7. Neatness Matters
   - Your completed application makes a statement about you.
   - Presentation is important. Spelling and grammar errors can disqualify you from consideration.
   - Schedule your time to complete the application as though it were a major assignment.
   - Ask teachers and parents to proofread your final copy.

8. Avoid Emailing or Faxing Your Application
   - Your application should be posted by priority mail (which allows you to have proof of mailing by the deadline) unless the instructions specifically state to email or fax.

9. Focus on Quality Rather Than Quantity
   - Focus on two or three activities and describe your involvement and how you were impacted by the experience.
   - Provide specific examples, where possible.
   - Ask yourself “What is going to make me stand out over other applicants? What is unique about me?”

10. Keep a Hardcopy
    - Keep and electronic and/or photocopy your completed application form.

Remember the Basics
- Start early!
- Plan to work on several drafts (photocopy applications and work on the questions until you have decided what to say).
• Fit your answer to the scholarship criteria; use active verbs and provide specific examples.
• Always check your spelling and punctuation (ask an English teacher if they would be willing to edit your application).

There are several sample Comprehensive Resumes in the Appendix.

Application Documents

Comprehensive Resume

A comprehensive resume provides a useful summary of all of your accomplishments. This is extremely helpful when completing application forms and writing scholarship essays.

A comprehensive resume is essential when you wish to ask teachers or other individuals to write reference letters for you. It will assist them in writing a character-rich reference letter.

Brainstorm relevant data in each of the following categories (title and time period of involvement):

Academic Achievements
• Include all grades or percentages, awards, honour roll standings, grade point average, etc.
• Record any competitions entered and your placing, science fairs, math contests, etc.
• Mention IB, AP or Honours classes, or classes taken outside of school hours (e.g. French Summer Language Bursary Program).

School Involvement
• List all school volunteer experience (give some explanation).
• Include membership in any school-based clubs or committees (e.g. Humanitarian Club, Leadership Club, Environmental Club, Student Council, etc.).

Community Involvement
• Include membership in community groups, church groups, etc. (e.g. volunteer firefighter, United Way Youth Committee, canvassing for various charitable groups, etc.).
• List any volunteer work in which you have been involved (e.g. summer day camps).

Seminars/Conferences Attended
• Record anything attended in or out of town (e.g. Holocaust Symposium, United Nations Model Summits, Red Cross Training, Food Safe, ICBC Conferences, anything subject-related, etc.).

Skills/Personal Attributes/Interests
• This category can be broken down into separate areas if need be.
• Include computer skills, languages spoken, positive attributes, etc.

Work Experience
• List work experience, including part-time jobs and summer positions.

Letter of Intent

Often a letter is required with your scholarship application. Write a rough draft and edit your Letter of Intent until it is perfect. In many cases the initial screening of candidates will be based on the Letter of Intent. Include all relevant information, paying attention to the details specified on the application form. Keep the tone of the letter businesslike. Be straightforward, concise and unemotional.

The content of your letter should follow a regular business letter format and it could contain:

• Brief outline of your interests, hobbies and activities
• Brief summary of positions and offices held by you in school, youth organizations, and the community
• Short statement of your purposes in seeking to attend college/university (or other post-secondary institution where applicable)

Volunteer:
Many scholarship committees expect a candidate to have volunteered in their school and/or community. They often look over your high school years to see that you have made a consistent effort to contribute and serve others in your community.

Comments from SFU:
Think about HOW the topic or event has had an impact on your attitude toward life. Focus on the ways in which the event or essay topic has shaped your life, your beliefs, and the values by which you live.

• Information about achievement awards, scholarships and prizes won by you in any field
• Details of employment in the last two years, during vacations or after school
• Statement of financial need

Scholarship Essay

The competition for scholarships is always intense. Scholarship Committees will compare candidates by reading the candidate’s scholarship essay.

Awards Committees review the application looking for the following content to compare applicants:
• Academic excellence.
• Exceptional involvement in activities within the school and/or community.
• Leadership in volunteer activities, athletics, or other group endeavours.
• Ability to write an interesting, error-free biographical or specific topic essay.
• Performance in external competitions or participation in activities such as math, music, performing arts, science, written expression and other experiences which demonstrate the application of knowledge.

The following questions can help you reflect on your experiences and accomplishments, and may help you shape your Scholarship Essay:

• What are the qualities you think make for a successful university student? How have you demonstrated such qualities in the past?
• What kinds of activities, accomplishments, and insights – learned in or outside of the classroom – do you think would be relevant to this program?
• Think about your accomplishments and activities. What you have learned from these experiences? When have you taken on a leadership role? What do you excel in at school or outside of school? What do you enjoy learning in school? Or what do you enjoy doing outside of school that has influenced what you want to learn?
• Think about how your favourite teacher would describe you. Why would your teacher describe you this way? Be specific. Try to incorporate this information into your responses.
• Think about two or three adjectives that best describe you. For each, provide some evidence of why they describe. Be specific. Try to incorporate this information into your responses.

Supplemental Application

For highly competitive programs, such has business, students may be required to complete a supplemental application. Supplemental applications will give post-secondary institutions an opportunity to learn more about each applicant. UBC requires all early admission applicants to complete a Personal Profile as part of their application. Students apply to UBC B.Comm must additionally complete a video interview.

Letters of Reference

Some scholarship applications require a letter of recommendation or letter of reference. Letters may be written by teachers, members of the community, family friends, or employers. Identify some key people who know you well, and ask if they would be willing to write a reference letter for you. Generally, these people can make an honest statement to endorse your application.

When requesting a letter of reference, provide a copy of your Comprehensive Resume (see Appendix to review a sample). Allow plenty of time, two-three weeks on average, for your referee to complete the letter. It is best to have letters from three different people. Read the application carefully as some applications are specific about who provides the letter of reference. For example: the application may say references from one teacher/counsellor and one community member or one teacher and your school principal. Do not include more reference letters than is required.

School Transcript (Interim Grades)

For many scholarship applications, you will be asked to provide a School Transcript of your most recent marks. Sometimes just Grade 12 marks are required, and sometimes marks from other grades will be requested. The Counselling Centre in your school will have a process by which you can request a transcript of marks. Often it will take up to four days to have a transcript prepared and ready for you.

Letter of Appreciation

Show your appreciation to the people who have helped you prepare your scholarship/bursary application(s). A short thank you note to the teachers who wrote your reference letters, and to the others who have helped you complete your application package, is appropriate.

If you were fortunate enough to win a scholarship or bursary, it is important to send a thank you note to the donor. Not only is it a common courtesy to thank for the investment in your future, but it also reminds the organization that supplied the funds that students appreciate the financial assistance they received.

School Nomination or Official Signature

For highly competitive awards, the school is often asked to choose only a small number of candidates. The school’s Scholarship Committee (generally including a school administrator, counsellor and teachers) will carefully evaluate the criteria of the competition, set the deadline for indication of interest and then choose the best student representative(s).

If a scholarship application requires a principal’s nomination, signature, or comments, please allow the principal a week to review, sign, and return the application to you for mailing.

Staying Organized

Scholarship Binder
• It is helpful to have all your important documents in one place, such as a 2-3 inch binder
• Purchase clear plastic sleeves – use these to keep important documents in one place. For example:
  ⇒ Official and unofficial copies of your transcript
  ⇒ Original, plus copies, of your letters of
reference
⇒ Certificates and/or awards
⇒ Draft scholarship essay
⇒ Sample letter of intent

Scholarship Spreadsheet
- Create an Excel document that has the following fields: Name, Source, Website, Open, Due Date, Amount, Status, Comments
- Use the spreadsheet to track all scholarships that come to your attention
- Have a system for identifying the scholarships that you have applied for. There is a sample spreadsheet in the “Things to Do” section of the District Scholarship Website
- Using a colour legend will help you track the status of various scholarships
- Keep all scholarships on your spreadsheet, including those which you are ineligible for; simply strike-through the inapplicable scholarships so you know not to research it later on
- **NOTE:** When a school nomination is required, it is important to have the ‘due date’ at least a month before the due date

Scholarship USB Drive
- Have all your documents saved in two places. For example, your home computer and a USB drive
- Having subdirectories for each scholarship you apply for will help you know exactly what information you sent in with each application
- Having a copy of the documents for each scholarship in one place will allow you to review the documents you sent, should you be asked to attend an interview
- Rework your scholarship essay and/or letter of intent for each scholarship to which you apply
## ONLINE SCHOLARSHIP RESOURCES

### Scholarship Information

<table>
<thead>
<tr>
<th>Scholarship Information</th>
<th>URL</th>
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<tbody>
<tr>
<td>SD 35 Scholarship Site</td>
<td>sd35.bc.ca/students-parents/scholarship-information/</td>
</tr>
<tr>
<td>BC Ministry of Education Awards</td>
<td><a href="https://www2.gov.bc.ca/gov/content/education-training/k-12/support/scholarships/provincial-scholarships">https://www2.gov.bc.ca/gov/content/education-training/k-12/support/scholarships/provincial-scholarships</a></td>
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<td>BC Scholarships</td>
<td>bcscholarships.ca</td>
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<td>Unlock Your Future</td>
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### Searchable Databases

<table>
<thead>
<tr>
<th>Database</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Invest</td>
<td>academicinvest.com</td>
</tr>
<tr>
<td>Grant Me</td>
<td>grantme.ca</td>
</tr>
<tr>
<td>Scholarships Canada</td>
<td>scholarshipscanada.com</td>
</tr>
<tr>
<td>Student Awards</td>
<td>yconic.com</td>
</tr>
<tr>
<td>Student Scholarships – Canada &amp; US</td>
<td>studentscholarships.org/</td>
</tr>
</tbody>
</table>

### Indigenous Student Scholarships & Awards

<table>
<thead>
<tr>
<th>Database</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aboriginal Learning Links</td>
<td>aboriginallearning.ca/scholarshipsbursaries/</td>
</tr>
<tr>
<td>Indigenous Bursaries —Search Tool</td>
<td>aadnc-aandc.gc.ca/ eng/1351185180120/1351685455328</td>
</tr>
<tr>
<td>Indspire Scholarship Opportunities</td>
<td>indspire.ca/for-students/bursaries-scholarships/</td>
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</tbody>
</table>

### Athletic Scholarships

<table>
<thead>
<tr>
<th>Database</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>BC School Sports</td>
<td>bcschoolsports.ca/awards</td>
</tr>
</tbody>
</table>

### Students with Disabilities Awards

<table>
<thead>
<tr>
<th>Database</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disability Awards</td>
<td>disabilityawards.ca/</td>
</tr>
<tr>
<td>N.E.A.D.S.</td>
<td>needs.ca/en/norc/funding/page52.php</td>
</tr>
</tbody>
</table>

### National Scholarships

<table>
<thead>
<tr>
<th>Database</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Future Aces</td>
<td>futureaces.org/</td>
</tr>
<tr>
<td>Horatio Alger Scholarship</td>
<td>horatioalger.ca/en/scholarships/</td>
</tr>
<tr>
<td>Loran Scholarship</td>
<td>loranscholar.ca/</td>
</tr>
<tr>
<td>RBC Leaders of Change</td>
<td>Scholarships.rbc.com/studentsleadingchange.aspx</td>
</tr>
<tr>
<td>Schulich Leader Scholarship</td>
<td>schulichleaders.com/</td>
</tr>
<tr>
<td>Terry Fox Humanitarian Award</td>
<td>terryfoxawards.ca/</td>
</tr>
</tbody>
</table>

### Student Loan Information

<table>
<thead>
<tr>
<th>Database</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Aid BC</td>
<td>studentaidbc.ca</td>
</tr>
</tbody>
</table>

### Budget Calculators

<table>
<thead>
<tr>
<th>Database</th>
<th>URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Get Smart About Money</td>
<td><a href="https://www.getsmarteraboutmoney.ca/">https://www.getsmarteraboutmoney.ca/</a></td>
</tr>
<tr>
<td>UBC Budget Calculator</td>
<td><a href="https://you.ubc.ca/financial-planning/cost/">https://you.ubc.ca/financial-planning/cost/</a></td>
</tr>
</tbody>
</table>
### Langley School District Foundation Awards

**Scholarships Open to Students in any Langley District High School** (Subject to change) - competition is generally based on overall GPA score **Please note:** Students complete one application form to be considered for ALL of these awards

<table>
<thead>
<tr>
<th>Source</th>
<th>Criteria</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aldergrove Minor Baseball Association</td>
<td>Must have played baseball with AMBA for a minimum of 4 years</td>
<td>$500</td>
</tr>
<tr>
<td>Aldergrove Minor Hockey League Scholarship</td>
<td>Member for 4-5 years of Aldergrove Minor Hockey League; sportsmanship part of the criteria</td>
<td>$1000</td>
</tr>
<tr>
<td>Alice Brown Elementary PAC Scholarship</td>
<td>PAC decides winner based on essays received</td>
<td>$500</td>
</tr>
<tr>
<td>Bays Blackhall Memorial</td>
<td>Academic and financial need</td>
<td>$500</td>
</tr>
<tr>
<td>Beta Sigma Phil Scholarship</td>
<td>Must be son, daughter or grandchild of active Beta Sigma Phil member in Langley area</td>
<td>$250</td>
</tr>
<tr>
<td>Big Brothers/Big Sisters Scholarship</td>
<td>Post-Secondary— was a little brother/little sister in Langley area for a year or more</td>
<td>$850</td>
</tr>
<tr>
<td>Brenda Schlosser Sports Participation Award</td>
<td>Post-Secondary - member of community and/or school athletic team at Aldergrove Secondary (ACSS) or D.W. Poppy if no ACSS student</td>
<td>$1000</td>
</tr>
<tr>
<td>Brent Barbour Memorial Scholarship</td>
<td>Post-Secondary - law enforcement career (RCMP, police, paramedics, customs, fisheries, or jail guard)</td>
<td>$2000</td>
</tr>
<tr>
<td>City of Langley Scholarship</td>
<td>Post-Secondary - must live in the City of Langley</td>
<td>$750</td>
</tr>
<tr>
<td>Cloverdale Paint Scholarship</td>
<td>Post-Secondary - preference to relative of Cloverdale Paint employee; pursuing entrepreneurial objectives</td>
<td>$600</td>
</tr>
<tr>
<td>Coast Capital Standing Tall Award</td>
<td>Post-Secondary - overcoming hardships or adversity; separate application form; school nomination required</td>
<td>$2500</td>
</tr>
<tr>
<td>Coghlan Fundamental Elementary PAC Scholarship</td>
<td>Post-Secondary - attended CFE (intermediate grades)</td>
<td>$500</td>
</tr>
<tr>
<td>CUPE Local 1260 Support Staff &amp; Bus Drivers Scholarship</td>
<td>Must be a son or daughter or relative of CUPE 1260; 2 awards of academic student; 2 awards for trades or fine arts</td>
<td>$1000</td>
</tr>
<tr>
<td>CUPE Local 1851 Memorial Scholarship</td>
<td>University or vocational - preference to CUPE member or relative</td>
<td>$500</td>
</tr>
<tr>
<td>Denny Ross Memorial Scholarship</td>
<td>Post-Secondary- financial need and/or disadvantaged background - Indigenous candidate preferred</td>
<td>$650</td>
</tr>
<tr>
<td>Dr. &amp; Mrs. J.G. Jervis Memorial Scholarship</td>
<td>Post-Secondary - Veterinary training or related field</td>
<td>$300</td>
</tr>
<tr>
<td>Fire Hall #1</td>
<td>Students that reside in the Langley city area (or township students if city criteria cannot be filled) that are entering emergency services</td>
<td>$500</td>
</tr>
<tr>
<td>Fort Langley Elementary PAC</td>
<td>Post-Secondary - attended FLE (Grade 7) Must reside in Ft. Langley</td>
<td>$250</td>
</tr>
<tr>
<td>Fort Langley Community Improvement Society</td>
<td>Post-Secondary—fine arts goal, community and/or service projects</td>
<td>$2500</td>
</tr>
<tr>
<td>Ft. Langley Jr. Sec. Reunion Trust Scholarship</td>
<td>Students must live north of the freeway in Ft. Langley or WG area</td>
<td>$1000</td>
</tr>
<tr>
<td>Gilles &amp; Judy Martin Memorial Scholarship</td>
<td>Post-secondary - trades training and financial need</td>
<td>$500</td>
</tr>
<tr>
<td>Harris &amp; Company Law 12 Scholarship</td>
<td>Post-secondary - top Law 12 mark</td>
<td>$200</td>
</tr>
<tr>
<td>Harry McTaggart Memorial Scholarship</td>
<td>Post-Secondary</td>
<td>$850</td>
</tr>
<tr>
<td>Jeremy Martin Memorial Scholarship</td>
<td>Must have played ice hockey, played with Langley Minor Hockey, preference to defencemen</td>
<td>$5000</td>
</tr>
<tr>
<td>Joe Griff Memorial Scholarship</td>
<td>Member for 4-5 years of Aldergrove Minor Hockey League; sportsmanship part of the criteria</td>
<td>$1000</td>
</tr>
<tr>
<td>John Neil McLeod Scholarship</td>
<td>Post-Secondary - Nursing</td>
<td>$1000</td>
</tr>
<tr>
<td>Kathleen O’Hanley Memorial Scholarship</td>
<td>For students with diverse abilities. Students in District Low Incidence programs are eligible as are those in integrated programs. Students must be pursuing post-secondary</td>
<td>$750</td>
</tr>
<tr>
<td>Ken Jeffries Memorial Scholarship</td>
<td>Financial need</td>
<td>$1000</td>
</tr>
<tr>
<td>Langley Chamber of Commerce Scholarship</td>
<td>Post-Secondary - 1 male + female = 2 business students; 2 trade students; 1 other university student</td>
<td>$500</td>
</tr>
<tr>
<td>Langley Civic Scholarship</td>
<td>Citizenship - major contribution/service to school and community service; GPA</td>
<td>$340</td>
</tr>
</tbody>
</table>
### Langley School District Foundation Awards

**Scholarships Open to Students in any Langley District High School** *(Subject to change)* - competition is generally based on overall GPA score. Please note: Students complete one application form to be considered for ALL of these awards.

<table>
<thead>
<tr>
<th>Source</th>
<th>Criteria</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Langley Garden Club</td>
<td>Enrolled in post-secondary horticulture program</td>
<td>$500</td>
</tr>
<tr>
<td>Langley Heritage Society in Honour of Bays Blackhall Memorial</td>
<td>Community service and involvement</td>
<td>$1000</td>
</tr>
<tr>
<td>Langley Loafers Hot Rod Club</td>
<td>Currently in automotive classes and planning to pursue post-secondary training in automotive</td>
<td>$500</td>
</tr>
<tr>
<td>Langley Memorial Hospital Auxiliaries Council</td>
<td>Post-secondary - nurses training or other medical field</td>
<td>$1000</td>
</tr>
<tr>
<td>Langley Players Award</td>
<td>Post-Secondary - specialized in dramatic arts in secondary school, planning to study in the field of dramatic arts, drama film, stagecraft, scriptwriting, etc. (students must apply)</td>
<td>$500</td>
</tr>
<tr>
<td>Langley Principals/Vice-Principals Association Award</td>
<td>Post-Secondary - service and leadership</td>
<td>$1000</td>
</tr>
<tr>
<td>Langley Retired Teachers Association Scholarship</td>
<td>Post-Secondary</td>
<td>$800</td>
</tr>
<tr>
<td>Langley Rotary Club Scholarship</td>
<td>Post-Secondary—student must write an essay; will be chosen by the Rotary Club from all Langley school applicants</td>
<td>$1500</td>
</tr>
<tr>
<td>Langley Rugby Club Scholarship</td>
<td>Post-Secondary - rugby player at school or with Langley Rugby Club</td>
<td>$500</td>
</tr>
<tr>
<td>Lynn Fripps PAC</td>
<td>Attended Lynn Fripps and demonstrated community service/leadership</td>
<td>$500</td>
</tr>
<tr>
<td>North Langley Basketball in honour of Tyler McLaren</td>
<td>Preference to student involved in NL Basketball (Steve Nash) program for 2 years</td>
<td>$500</td>
</tr>
<tr>
<td>Phelps Community Society</td>
<td>Post-Secondary - preference to a civic minded student in school or community service.</td>
<td>$500</td>
</tr>
<tr>
<td>Rae Featherstone Music Scholarship</td>
<td>Graduating music student who plans to pursue further studies in music</td>
<td>$1000</td>
</tr>
<tr>
<td>Shewan Foundation Memorial Award</td>
<td>Post-Secondary - extensive volunteer service; highest GPA in District</td>
<td>$4000</td>
</tr>
<tr>
<td>Shewan Memorial Theatre Award</td>
<td>Post-Secondary - specialized in theatre in high school and proceeding to training in the field of theatre</td>
<td>$1000</td>
</tr>
<tr>
<td>Rotary Club: Langley Central Scholarship</td>
<td>Post-Secondary - character, concern for others, financial need (3 academic, 3 non-academic)</td>
<td>$1000</td>
</tr>
<tr>
<td>Royal LePage Wolstencroft Realty Scholarship</td>
<td>Post-Secondary - business focus, community involvement, athletics</td>
<td>$500</td>
</tr>
<tr>
<td>Simonds Elementary PAC Memorial Scholarship</td>
<td>Post-Secondary - attended SE (intermediate grades)</td>
<td>$500</td>
</tr>
<tr>
<td>Township of Langley Firefighters Local 4550</td>
<td>Must be planning a career in firefighting</td>
<td>$500</td>
</tr>
</tbody>
</table>
Jane Smith
Comprehensive Resume

j.smith@gmail.com
778.345.9876
8500 Walnut Grove Drive, Langley, B.C. V3A 8J7

GOAL
- To obtain B.Sc. degree in order to apply to Veterinary School

EDUCATION
WGSS Student
- Grade 8-12, French Immersion, AP Program
2015-2019

ACHIEVEMENTS
“A – Honour Roll”
- recognizes students above 90% average
2015-2019

“Effort Honour Roll”
- recognizes excellent work habits
2015-2019

Math Contest Winner
- awarded to top 1% of Canada in Pascal (Gr.9), top 25% Fermat (Gr.11), Euclid (Gr.12), and CIMC (Gr.9-10)
2016-2019

COMMUNITY INVOLVEMENT
Fraser Valley German School
- Assisted, supervised, and taught Korean children on Saturdays
2015-2019

Fraser Valley Gleaners
- Scrapped dry vegetables, cut fresh peppers for soup mixes as a contribution to give food to third-world countries who lack nourishments
2016-2019

Langley Vineyard
- Served food and drinks to the needy at a local church
May 2018

Walnut Grove Community Centre
- Volunteer: Assisted/instructed children in various sports activities
2016-Present

SCHOOL INVOLVEMENT
GLC/SEPAAC
- Dedicated time and effort to improve and develop better school spirit and enhance leadership opportunities
- Organized Student Leadership Conferences for Gr.8 & 9
2016-2019

Humanitarian Club
- Mobilized school community in philanthropic projects
2015-2019

Math Challengers Club
- Participant in Math enrichment opportunities since Grade 10
2015-Present

GNN Club
- Write/share articles relevant to school life
2016-Present

ARTS/MUSIC
WGSS School Band Ensemble
- Performed in school for various occasions
- Gold Medal in Kiwanis Festival (Gr.11)
2015-2018

ATHLETICS
Outside School
- Soccer, Swimming, Basketball - 8 hrs. per week
2015-2019

WORK EXPERIENCE
Langley Memorial Hospital
- Shadowed nurses and experienced the health field career
Oct 2018

Newlands Golf & Country Club:
- Organized ballrooms for weddings, buffets, and presentations
- Bussing, clean plates/dishes and helping customers
- Basketball, Fitness, Reading, Drawing
2018-Present

HOBBIES

TRAVEL
Family/Vacation
- South Korea, United States, Alberta, Mexico
2013-Present

Okanagan
- Missions Trip to help Aboriginal Community
Aug 2017
## Sample Comprehensive Resume

**Sam Smith**

s.smith@gmail.com  |  778-823-2255 |  9001 204th Street, Langley, BC V2M 2K5

---

**Goal**

B.A. degree with a possible focus on Cognitive Science and/or Linguistics. Gain leadership, volunteer and work experience while saving money for post-secondary education.

---

**Education**

<table>
<thead>
<tr>
<th>School</th>
<th>Graduation Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walnut Grove Secondary School</td>
<td>September 2016—Present 2020</td>
</tr>
</tbody>
</table>

**Academic Achievement**

- **Advanced Placement Course**
  - AP Calculus 12, AP English Lit & Composition
  - AP European History 12: AP Physics 1 and 2
- **Honours Courses**
  - Science 9/10, English 8, 10, 11
- **“Honour Roll”**
  - Recognizes students above 80% average
- **Principal’s List**
  - Recognizes excellent all year, 90%+ average
- **Math Contest Winner**
  - Awarded to top 1% of Canada in Pascal (Gr.9), top 25% Fermat (Gr.11), Euclid (Gr.12), and CIMC (Gr.9-10)

**Community Involvement**

- **Fraser Valley Korean School**
  - Assisted, supervised, and taught Korean children on Saturdays

- **Fraser Valley Gleaners**
  - Scraped dry vegetables, cut fresh peppers for soup mixes as a contribution to give food to third-world countries who lack nourishment

**School Involvement**

- **Langley Vineyard**
  - Served food and drinks to the needy at a local church
- **GLC/SEPAAC**
  - Organized Student Leadership Conferences for Gr.8 & 9
- **Humanitarian Club**
  - Mobilized school community in philanthropic projects
- **Math Challengers Club**
  - Participant in Math enrichment opportunities since Grade 10

**Arts/Music**

- **WGSS School Band Ensemble**
  - Performed in school for various occasions
  - Gold Medal in Kiwanis Festival (Gr.11)

**Athletics**

- **Outside School**
  - Soccer, Swimming, Basketball 8 hrs. per week

**Work Experience**

- **Langley Memorial Hospital**
  - Shadowed nurses and experienced the health field career
- **Newlands Golf & Country Club**
  - Organized ballrooms for weddings, buffets, and presentations
  - Bussing, clean plates/dishes and helping customers

**Skills/Certificates**

- **BC Driver's Licence**
  - Class “N”
- **St. John Ambulance**
  - Standard First Aid

**Hobbies**

- Basketball, Fitness, Reading, Drawing

**Travel**

- **Family/Vacation**
  - South Korea, United States, Alberta, Mexico
- **Okanagan**
  - Missions Trip to help Aboriginal community
Nicholas Jones  
Comprehensive Resume  
n.jones@telus.net (c. 778.876.7654) #134, 8876 Langley, BC V3A 2K8

**Goal:**  
B.Comm degree at SFU then apply to Law School (UBC or TRU)

**Education**
- R.E. Mountain Secondary Langley, BC  
  - French Immersion Program  
  - "A" Honour Roll and “Effort” Honour Roll in all high school years  
  - REMSS Top Student Awards: English 11; Francais Langue et Litterature 11  
  - Certificate of Distinction, Pre-Calculus 12, IB Diploma  
  - Royal Canadian Air Cadets Victoria, BC  
  - Power Pilot – seven week scholarship course to obtain Power Pilot licence  
  - Royal Canadian Air Cadets CFB Comox, BC  
  - Glider Course – six week scholarship course to obtain Glider Pilot licence  
  - Royal Canadian Air Cadets St. Jean, Quebec  
  - Advanced Aerospace – six week national scholarship course

**Honours & Awards**
- Royal Canadian Air Cadets  
  - Selected as one of three BC reps. at the National Leadership Symposium in Ottawa  
- R.E. Mountain Secondary  
  - Outstanding Contribution Award - for contributions to REMSS during Grade 11  
- 746 Lightning Hawk Royal Canadian Air Cadet Squadron  
  - Most Proficient Senior NCO Cadet  
- Duke of Edinburgh’s Award Program, Silver Award Recipient  
- University of Waterloo, Centre for Education in Mathematics and Computing  
  - Certificate of Distinction, Canadian Intermediate Math Contest, Ranked in top 25%  
- Duke of Edinburgh’s Award Program, Bronze Award Recipient

**Skills & Certifications**
- Fluent in French: Centre International d'étude Pédagogiques, DELF Examination Level B2  
  (DELF - diplome d'etudes en langue francaise)
- Licences:  
  - BC Driver’s Licence, Class “N”  
  - Transport Canada Private Pilot Licence  
  - Transport Canada Glider Pilot Licence  
  - Transport Canada Pleasure Craft Operator (boat licence)  
- Safety Credentials:  
  - St. John Ambulance Standard First Aid  
  - Lifesaving Society’s Assistant Water Safety Instructor  
  - Lifesaving Society’s Bronze Cross

**Work Experience**
- Tutoring: French, Math, English—8 students  
  - 2017—Present

**Activities & Interests**
- Travelling, Flying, Camping, Hockey, Computers, Waterskiing/Wakeboarding  
- Langley Minor Hockey Association  
  - 2015-Present  
- RE Mountain Secondary School Travel Club  
  - May 2017-Present  
- RE Mountain Secondary School Badminton Club  
  - April – June 2018
Scholarship Checklist

☐ Read the Scholarship Handbook
  ☐ Highlight sections for future reference

☐ Prepare your Comprehensive Resume

☐ Prepare draft Letter of intention

☐ Prepare draft Scholarship Essay

☐ Request Letters of Reference
  ☐ One or two from school personnel
  ☐ One or two from community members
  ☐ Write notes of appreciation to those who provided you with a Letter of Reference

☐ Prepare a Scholarship Binder
  ☐ Plastic folders with copies of: Transcript, Letters of Reference, draft Scholarship Essay, draft Letter of Intention

☐ Prepare a Scholarship Spreadsheet
  ☐ Fields may include: Deadline, Scholarship, Website, Criteria, Required Document, Status

☐ Survey all available Scholarship Opportunities
  ☐ Subscribe to your school’s newsletter / twitter or information system for providing students with scholarship information
  ☐ Review the Financial Aid session of university websites
    ☐ Note application deadlines in your Scholarship Spreadsheet
  ☐ Check parental affiliations with unions, through employment and other sources
  ☐ Join scholarship search databases which provide you with scholarships specific to your future plans

☐ Apply for a SIN number if you don’t already have one

☐ Submit scholarship applications by the deadline

☐ Write a thank you letter or note when you are awarded a scholarship