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# **Scholarship Tips**

### 1. Apply if you are eligible.

Read all the scholarship requirements and directions carefully and make sure you are eligible before you send in your application.

### 2. Ask for help if you need it.

If you have questions or have problems with your application, call the funding organization.

#### 3. Be organized.

Stay on top of deadlines; plan to submit applications and all required documents at least a week prior to the official deadline.

#### 4. Complete your application in full.

If question does not apply, write "not applicable" on the application.

#### Neatness Counts.

If a paper application is provided, always type your application. But if you must print, do it neatly and legibly.

## 6. Follow Instructions carefully.

Answer all questions and provide everything that is required. Some scholarships require an essay; others require recommendation letters.

#### 7. Give it a final review.

Proofread the entire application and essay carefully. You may want to ask a parent, teacher, or friend to proofread it as well.

## 8. Keep copies of everything you send.

If your application gets misplaced, you will be able to resend your information quickly.

## 9. Check your emails frequently.

Organizations may require you to submit additional paperwork if you are selected as a finalist. Make sure to comply with all requests by the given deadline.

# 10. Continue your scholarship search.

Apply for as many scholarships as possible. Applying for one scholarship does not guarantee you an award. Register with a scholarship search engine.

# 11. Beware of scholarship scams.

If a scholarship requires you to pay a fee, it is probably a scam. If you know of a scholarship scam, report it.