

Gear'd Up

Second Quarter 2021 Newsletter

Scholarship Application Time-Savers



Successful scholarship applications take considerable time and effort to complete. Although there's no shortcut to a quality application, there are steps you can take to make your efforts as rewarding as possible. For best results, incorporate the following tips into your application process.

• Schedule recurring scholarship time in your calendar

- Investing regular increments of time over several months will likely serve you better than doing an all-out application-fest over a single weekend.

• Create a master binder

- To save yourself the trouble of scrambling for documents at the last minute, dedicate a binder to housing physical copies of regularly requested documents (report cards, transcripts, student ID numbers, awards/certificates, letters of recommendation, parents' tax returns, etc.).

• Archive your essays

- Rather than keeping dozens of essay iterations scattered across folders on your computer, print hard copies of all your applications and archive them in your master binder (separating each application with a divider).

• Make a "cheat sheet" for online applications

- While you should avoid doing a "copy and paste" on your application essays, you can speed up the application process by doing it with your basic info. Create a Word document with the bits of information that pop up frequently in online scholarship applications.

• Be smart about letters of recommendation

- By submitting letters of recommendation, your teachers and mentors are doing you a huge and potentially life-changing favor. Communication is the key—schedule an appointment with your teachers and let them know that you are in the scholarship application process and could use their support with letters of recommendation.

Time is a crucial component of a winning scholarship application. By combining best practices in time management, organization, and communication, you can maximize both the quality and quantity of your scholarship applications and increase the odds of decreasing your college tuition.

(This article is courtesy of the It's a Money Thing® with InTouch Credit Union program. See our Financial Awareness page for additional helpful resources.)

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