

Thank you for your participation in the scoring of scholarship applications from the Public Education Foundation. You are changing lives in five hours or less! Please use the following guidelines as you review the applications assigned to you.

We recognize that each individual scholarship program has its own purpose, and each will have different selection criteria and focuses. The following guidelines are meant to provide you with more information about why we ask students to provide additional information, and what you might look for as you score your applications. It's important that you are consistent in how you score scholarship applications. Please ensure that there is one clear awardee at the end of your scholarship review.

Transcript

Transcripts provide a way of understanding the student's academic potential and can demonstrate the consistency of course work over a period of time. In evaluating a student's transcript, consider the following:

- The student's Grade Point Average (GPA), both weighted and unweighted
- Whether the student participated in challenging course content, such as honors or Advanced Placement courses
- The student's performance in core content areas, such as English and math

Resume

Resumes are provided to give you perspective on the student's interests and activities. While consideration should be given to students with diverse experiences, students need not have experience in every one of the following categories listed below in order to be considered a strong applicant.

- Education
- Volunteer experience or community activities
- Leadership activities
- Work experience, which may include supporting family needs at home through babysitting or other help
- Honors, awards, and special recognition

Essay

Each scholarship program will have its own essay prompt(s) crafted to elicit information from students based on the scholarship's selection criteria. Typically, essays should:

- Answer the question posed in the prompt
- Contain proper conventions of writing (grammar, spelling, etc.)
- Demonstrate clarity of thought

Letter(s) of Recommendation

Some scholarships require the student to submit letters of recommendation. Recognizing that letters of recommendation may have been written for more general use (in support of a job application, college admission, etc.), it is suggested that the following be considered:

- How effectively do they highlight the student's level of dedication, skill, passion, leadership, work ethic, or family/community involvement?
- Do the letters confirm what the student has said in his/her application?
- Do the letters provide context, giving specific examples or information about the student's characteristics and qualities?

Financial Need Letter

Some scholarships may require additional attachments like a financial need letter. If the scholarship you are reviewing requires a financial need letter, you are only verifying that the student does have some need for assistance to pay for their education. It is suggested that the following be considered:

- How is the student planning to pay for their postsecondary education?
- Does the student have family support to pay for their education?
- Will the student receive other forms of financial aid, such as scholarships, grants, or fee waivers?