

A FINAL CHECKLIST FOR APPLICATIONS

- Do I have a coach to help me through the application process?
- Have I done my self-reflection including brainstorming of my values, experiences, goals, etc.?
- Have I written my one-page statements on my experiences and life goals?
Have I practised writing some essay responses using the sample questions?
- Have I put together a portfolio?
- Have I thoroughly researched potential scholarships and made note of due dates and criteria for each?
- Am I checking the guidance bulletin boards on a regular basis for any new scholarship information?
- Have I done a rough draft, revised, and final copy of my application forms?
- Have I requested a copy of my transcript from Guidance by Wednesday?
(They are printed on Thursdays only)
- Have I included all additional documents such as transcripts, experience profiles, reference letters, etc.?
- Have I completed and mailed out each application package well in advance of the internal and sponsor deadlines?
- Have I made the necessary copies of the application form, given one to Guidance, and filed one for my own records?
- Have I sent out thank you cards to all the people who wrote reference letters and helped me throughout the application process?
- Have I given the guidance office my updated email address?

Good luck to all of you. If you have any questions about anything, please make an appointment with your Guidance Counselor. We'd be delighted to help you.