

How-to: Prepare for applying for scholarships



Do research

There are many scholarships that are available to you. High schools, post-secondary institutions and various organizations in your community may offer awards. Take the time to research.



Read the criteria

Do you qualify for this scholarship? Then apply! It never hurts to submit an application.



Manage your time

Prioritize your scholarships. Sort your applications by how well you meet the criteria. Focus your time and effort on the ones that you feel you have the best chance at receiving.



Mark your calendar

Know the application deadlines, prepare supporting documents in advance, and apply early!



Gather references

Contact your references and supply them with details about the scholarship. Ask that their letter addresses the scholarship criteria. Give your references plenty of time.



Create a folder

Each application will ask for different supporting documents (resume, personal statement, volunteer work, achievements, essays, etc.). Create a folder to easily save and retrieve the documents you need.



Transcripts

Some applications will require a copy of your transcripts from high school or post-secondary. Check whether you need original copies and plan ahead as these take time.



Proofread

Review your application before you submit. It is helpful to have others look over it.



Track your applications

Keep a record of all the scholarships you apply to. Check your email for notifications and status updates of your scholarship application.

