

Scholarship Application – “Hints and Tips”

1. Use complete sentences, good grammar, correct spelling, and good punctuation skills (N/A is not an appropriate answer on a scholarship application).
2. Gather and organize your material in a logical sequence (looking through your record book is a great way to organize your awards and achievements).
3. Be sure to include 2 letters of recommendation. Preferably one from a non-4-H adult (teacher/coach/etc.) and one from a 4-H leader. Make sure it is not a relative.
4. These scholarships are awarded for 4-H involvement and 4-H achievement. Make sure to really include those items in your written material and your interview.
5. Include all of your citizenship and leadership experiences. Make sure to also include long-term goals, skills learned, and personal qualities.
6. If you are typing your scholarship, make sure to use an easy to read font, no smaller than 10 pt. No *script* fonts please.
7. Include non-4-H activities (school, church, sports) but, if possible, share how 4-H experiences may be related or may have contributed. For example: I learned sewing skills in 4-H, which helped me be head of the costume department for my high school play.
8. Remember... your written application is your first impression for the judges – make it a good one!

Interview – “Hints and Tips”

1. Be on time – arrive 15 minutes early to be sure.
2. Dress appropriately – business casual is suggested (slacks/polo/button down shirts for males – dress/skirt/slacks for females). Your appearance should be neat and professional.
3. Introduce yourself to the judging team and offer your hand.
4. Learn the names of the people who are interviewing you.
5. Sit up straight and try to appear relaxed.
6. Try to project enthusiasm.
7. Look interviews in the eye and offer non-verbal feedback when appropriate (smile, nod, etc.)
8. Look, think, and comment positively; be careful not to mumble.
9. Don't chew gum or fiddle with anything such as pencil or keys.
10. Respond to questions clearly and directly. Long answers are not necessarily better answers.
11. Smile and be positive about yourself.
12. Avoid slang and use good grammar and diction.
13. Listen to the questions.
14. Thank the interviewers for their time and consideration.