

Tips for a Successful Scholarship Application

The FVTC Foundation awards many scholarships each year. Successful applicants have qualifications that align with the scholarship criteria established by donors. The following tips can help strengthen your application.

1. Submit Your Application Early

[Apply for FVTC Scholarships](#)

Submitting your application early gives your instructors sufficient time to complete reference requests.

2. Choose Strong References

Instructor references are an important part of the scholarship selection process.

When selecting references:

- Ask instructors who can provide a positive evaluation of your goals, academic achievements, and work ethic.
- Choose instructors who understand your program of study.
- FVTC instructor references are strongly recommended.
- Be sure to enter each reference's email address accurately.

3. Ask Permission Before Listing References

Contact instructors before listing them as references on your application.

References may decline a request if they have not been contacted in advance. This is especially important for first-year students who may be less familiar to their instructors.

4. Monitor Your Reference Requests

You can log back into the scholarship application system to:

- Check the status of your reference requests.
- Send reminders to references who have not yet completed their evaluations.

5. Explain Your Financial Situation Thoroughly

Provide detailed information about:

- Your financial circumstances.
- How you are paying for your education.
- How a scholarship would help you complete your educational goals.

A thorough explanation helps reviewers better understand your needs.

6. Verify Your Information in Workday

Many application fields are automatically populated from your MyFVTC account.

Before submitting your application, verify that the following information in Workday is accurate:

- Mailing address
- Primary phone number
- Program enrollment

Many scholarships are program-specific, so it is important that your program information is correct.

7. Answer All Questions Completely

All information submitted through the application is confidential and helps match you to as many scholarship opportunities as possible.

Providing detailed responses about your educational journey can improve your reviewer score and scholarship eligibility.

8. Proofread Your Responses

Carefully review all application responses before submitting.

Remember that you are completing a scholarship application, not sending an email or text message. Reviewers appreciate applications that:

- Are free of spelling and grammatical errors.
- Use professional language.
- Avoid text messaging abbreviations and slang.

9. Include Relevant Personal Information

Some scholarships are awarded based on both financial need and academic merit.

When applicants have similar qualifications, personal information provided in the application may be used to help distinguish between candidates.

10. Highlight Leadership Activities

Many scholarships consider leadership experience.

Include activities that demonstrate leadership in:

- School or campus organizations
- Community involvement
- Employment
- Volunteer work
- Personal or professional experiences

Questions?

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