

LOCAL SCHOLARSHIPS

St. Bernard-Elmwood Place High School

Each year many individuals and local organizations award scholarships to graduating seniors. All you must do to apply for these scholarships is submit a scholarship letter by the due date. Please use the guidelines below when composing your scholarship letter.

1. the letter **must be typed**
2. it should be **addressed, Dear Scholarships Committee**
3. it should be **signed by the applicant** (student)
4. it should be **approximately two typed pages**
5. each applicant should **include the following information** in his or her letter:
 - a. the college he or she plans to attend and his or her intended major
 - b. future goals
 - c. his or her participation in extracurricular activities during high school (sports, clubs, service projects, organizations, class office, etc.)
 - d. his or her involvement in programs outside of school (jobs, volunteer work, church, community organizations, etc.)
 - e. why he or she should receive a local scholarship

The scholarship letter must be submitted to the high school guidance counselor by

Tuesday, May 1st, 2018.

Please view the attached sample letter for guidance.

SAMPLE Local Scholarship Letter

- **use the format presented below**
- **only use 12 or 14 point font size**
- **avoid fonts with unusual scripts or hard to read scripts**
- **be flawless with grammar, spelling, and punctuation**

Date

Dear Scholarship Committee:

My name is _____ and I am a graduating senior. I am thrilled to be finishing high school and eager to be starting the next stage in my life. In applying to college, I know that there are many expenses. I would appreciate any scholarship money the committee believes I deserve.

Over the past four years, I have attended St. Bernard-Elmwood Place High School. For four seasons, I have played varsity baseball. Baseball has always been a passion of mine, and I enjoyed the challenging experience of high school baseball. I learned about teamwork and hard work. We had great camaraderie in the dugout each game, always cheering each other on and showing excitement. My first two seasons, I did not play very much. However, I am glad I stuck with it, because my junior and senior seasons I started every game and even earned Honorable Mention All-League honors. If I had quit, I probably would not have been welcomed back on the team, and I would not have started or been as successful as I was. In addition to playing baseball, I acted in two school plays. Acting was more difficult than I expected it to be, but it was also more fun than I anticipated. Every time I thought I had my lines memorized, I didn't. In my first "live" performance, I even forgot a few lines and needed help from backstage. Being in costume in front of an audience can make anyone nervous, and when I got nervous I forgot my lines a few times. By the second play, I was so much more confident; I did not forget a line. During my four years of high school, I have learned that I will probably remember my extracurricular activities more than many of my classes. I am proud that I took chances and got involved. I do wish I had done more, but my experiences taught my lessons I will carry with me for a long time. I also have some strong friendships and amazing memories because of baseball and drama club.

I have applied to different colleges and hope to attend the University of Cincinnati this fall. My major will be criminal justice. However, I am also interested in taking some business classes. I have thought about going into law enforcement, but I have dreamed of owning my own business, too. Law enforcement gives me several options. I have great respect for people who serve and protect. Being my own boss sounds exciting, too – at least the creative side of it sounds fun. Hopefully as I take classes and learn more about my career options I will have a better idea of what I want to do. I know I do not just want to sit behind a desk. I want to interact with people, and I want to help people. While I am nervous about going to class and adjusting to college, I am more nervous right now about paying for college. My parents will help me with what they can, and I plan to live at home at least the first two years of college to save money. During the past two summers, I have worked at the Cincinnati Zoo. Each summer I have worked in food service about five days per week. The money I have saved will

go toward college and a car so I can drive to campus. I will be back working at the zoo and saving money this summer, too.

I think any scholarship money I receive will be a good investment on someone's part. I am responsible, hardworking, and I will take college very seriously. Students do drop out of college. Some students quit when things get tough, or they don't have the self-discipline to go to class. I will not be one of those students. My determination is one of my strengths. I want to make new friends on campus and in my college classes, and I want to get involved on campus. I can't wait to go to a football game and basketball game as a student at UC. In four or five years, depending on my major, I will be a college graduate. I hope you will strongly consider me now for one of the local scholarships. Thank you.

Sincerely,

(skip 4 lines before typing your name and then go back and **SIGN HERE**)

Type Your Name HERE