

FSHS LOCAL SCHOLARSHIP INFORMATION 2021

(AVAILABLE JANUARY 11th 2021 ON THE FSHS WEBSITE UNDER STUDENT SERVICES)
<https://www.usd497.org/Page/7015>

Every year, Douglas County businesses, organizations and individuals generously sponsor local scholarships for seniors at both Lawrence High School and Lawrence Free State High School. For 2021, over 60 scholarships have been established for Lawrence Seniors. Students may be eligible to apply for multiple scholarships; all students are encouraged to apply for as many scholarships for which they **qualify**. Some scholarships have additional requirements such as letters of recommendation, an essay, and personal statements. Most scholarships require an unofficial copy of your transcript. Students are responsible for providing and attaching all items required by the scholarship committee. Incomplete and late applications will not be accepted. Please **staple** individual scholarships together (no paperclips or envelopes).

How to apply for local scholarships

Visit the FSHS webpage on January 11th 2021 at <https://www.usd497.org/Page/7015>. You will find:

- Local Scholarship Instructions link and Local Scholarship Description Packet link which contains the list of scholarships available and their requirements.
- FSHS Local Scholarship General Application which can be used to apply for most scholarships.
- Special Applications for those local scholarships which do not accept the FSHS General Application.

Important Dates

● All local scholarship applications must be submitted to the Student Services office by 3:30 p.m. on Monday February 15, 2021. Local scholarship recipients will be notified of their award the last week of April. The Senior Recognition Ceremony is scheduled for Monday, April 26 at 7:00 p.m. in the FSHS Auditorium. Local Scholarship winners are required to attend or send a representative.

Step by Step Instructions

1. Review and get organized - Review the Local Scholarship Description Packet and learn which scholarships you are eligible for. Take note of their requirements and get organized by creating a checklist for each scholarship so you know which scholarships require extra materials. Take note of scholarships that use a Special Application and those using the LHS General Application. Using the wrong application will disqualify you.

2. Complete Applications

Fill the forms out neatly and accurately and follow the instructions on the application. If you are applying for more than one Local Scholarship that uses the General Application, you may photocopy it and use it multiple times, but be sure to change the scholarship name as needed. Do **not** use the General Application for those scholarships requiring only a Special Application form.

3. Essays and Letters of Recommendation

Write any necessary essays or personal statements. Request and collect letters of recommendation from teachers or other external sources. If you are obtaining letters of recommendation from a teacher or external source, you must collect these yourself by having the writer enclose their letter in an envelope and then **staple** the envelope to your application. Please allow recommenders time. Do not ask for a recommendation a day before the due date. Give them at minimum a week, preferably two weeks.

4. Transcripts: Request an unofficial copy of your transcript through Parchment.com and attach a copy to each application. Sign up here (<https://www.parchment.com/u/registration/11873/account>) and request to send transcripts to yourself or any institution in the country. Again, allow some time for the transcript to get to you.

5. Final Check

Verify that all materials required are included in each application. **Staple** your applications individually **do not** use paper clips or envelopes.

6. Submission

As you produce completed applications, bring them to Mrs. Queen in Student Services (or email: lqueen@usd497.org). **The deadline is Monday, February 15th at 3:30 p.m. LATE AND INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Good Luck!