



SCHOLARSHIP PACKET INSTRUCTIONS

DEADLINE: POSTMARKED BY MARCH 22, 2021

Late or Incomplete application packets will not be considered

Be exact in reading and preparing the 5-step application packet. All information provided is confidential and read by the Philo Scholarship Committee members only.

Step 1 – One-Page Cover Essay

Construct a one-page essay using accepted grammatical format. It should reflect your personality, motivation, enthusiasm, and communication skills. Include elements of your background, leadership, and both volunteer and paid work experiences. Explain why you should be selected.

Step 2 – Application

Complete the scholarship application legibly and carefully, supplying **all** the information requested.

Step 3 – Transcripts

Submit an official high school or college transcript or proof of G.E.D if earned within the last five years.

Step 4 – Copy of Official Acceptance Letter

Skip this step if you are already enrolled and currently attending your program. Your college transcript is all that is necessary (Step 3).

Step 5 – Include Three (3) Recommendation Letters from a variety of sources with your packet.

Recommendation letters may be from a teacher, employer, neighbor, or a clergy person, but **not a relative or anyone you are living with**. When requesting a recommendation letter, please let the person know to **include the following information in his/her letter:**

- 1) **Length of time** the recommender has known you and how s/he is associated with you;
- 2) A statement addressing each of the following about your: **(a) character; (b) ambitions, (c) background; (d) an assessment of the likelihood of success in your chosen field, (e) any additional information that would be helpful to the selection committee;**
- 3) The recommender's **printed name, signature, address, phone number, email and date**

**Compile the entire packet in order of steps and mail
by the MARCH 22 deadline to the address below:**

PHILO
c/o Mary Starck
1906 State Hwy 60
Loveland, CO 80537

Interviews—May 13

Questions: Email Mary Starck at starckm@msn.com