

## UNIVERSITY CLUB SCHOLARSHIP 2018 APPLICATION INSTRUCTIONS

You can download a copy of the following general instructions.

In making scholarships available to ISU students, University Club's mission is to support ISU's vision to promote intellectual growth, leadership, stewardship, and global citizenship in students.

**Scholarship Amount:** \$500 per scholarship.

**Eligibility:** Any officially enrolled student who has been at ISU for more than one semester (undergraduate or graduate) with an established Illinois State GPA is eligible to apply. (*In other words, new freshman and other first semester transfer students are not eligible to apply since they have not yet received grades for course work done at ISU.*) **Students may apply online beginning on October 1, 2018.**

**Absolute Deadline: November 1, 2018.** Selection of recipients will be made by December 1, 2018, and the awards will be presented during a University Club event December 7, 2018. The review committee will notify all applicants of the outcome of the selection process after December 1.

### **Application Materials:**

- Application form
- Short essay
- Current résumé
- Two letters of recommendation sent directly to the Committee

## **INSTRUCTIONS**

### **Application Form**

Submit the online application.

### **Short Essay**

In an essay of 500 words or less, tell the U-Club Scholarship Committee

- (1) Your educational and professional goals.
- (2) Your contributions, including leadership, to your school and/or community.
- (3) How you would use the award.

Please do not list items from your resume; instead, describe why your particular goals, contributions, and/or needs would make you an outstanding candidate for consideration of this scholarship

### **Current Résumé**

*There is a two-page maximum.* Your résumé should include your current and past work, volunteer, and leadership, stewardship, or global citizenship experiences. Please only list experiences prior to college **if** they directly relate to your current leadership experience. Graduate students can provide a selected CV, if appropriate, but please keep to the page limit.

## **Letters of Recommendation**

*Two letters of recommendation are required* and **at least one of your recommenders must be from ISU** – a faculty or staff member. In choosing two people to recommend you for this scholarship, consider who would best be able to write about how you are an ambassador for Illinois State University’s strategic vision to serve the local and global communities.

By requesting a letter of recommendation, you give your letter writers permission to write a letter of recommendation to the University Club Scholarship Committee that may include your grades, GPA, and class rank. Some of the information in these application materials may be quoted in the scholarship committee’s remarks at the University Club’s recognition ceremony.

Recommendations must be sent directly from the recommenders to the scholarship committee and submitted via e-mail to [lralfer@ilstu.edu](mailto:lralfer@ilstu.edu). Please use this Subject line format: **(Student’s) LastName\_FirstName - Reference**. If necessary, the recommenders can mail them directly to Ms. Alferink using the address listed at the end of these instructions.

### **Where to Send Your Application:**

Again, the deadline for application submission is November 1, 2018. As previously mentioned, you can apply online (<http://uclub.illinoisstate.edu/scholarship/>) but you should have your essay ready to copy, and both it and your resume ready to upload.

Please contact Ms. Alferink via email at [lralfer@ilstu.edu](mailto:lralfer@ilstu.edu) if you have questions.

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