



High School Senior Scholarships 2008 – 2009

POCIS is pleased to offer scholarships to seniors from POCIS member schools. Each scholarship will be in the amount of **\$1,000**.

What to Submit

- 1) An Essay – please include information about:
 - Your community service, school, and/or work activities in diversity, social justice and equity, evidence of leadership;
 - Demonstration of unique/unusual circumstances;
 - Financial need;
 - Any other information that you feel is valuable.
- 2) Two letters of recommendation – must be originals, signed and sealed or electronically submitted by the recommender.
- 3) POCIS Scholarship *Student Information Form*.
- 4) Official Transcript.

How to Apply

To be considered for the High School Senior Scholarship, kindly submit the above information by mail or email to:

POCIS
Attn: Scholarship Committee
P.O. Box 18828
Oakland, CA 94619

pocis.scholarship@gmail.com
Subject line: POCIS Scholarship: [your name]

Application Deadline: First Friday of February.

Decisions

Scholarship recipients will be notified by **Last Friday of April**.

Important Information to be considered as Recipient of the POCIS Scholarship Award:

- Recommendations
- Essay
- Demonstration of unique/unusual circumstances
- Financial need
- Good academic standing and difficulty of high school courses taken
- Neatness, spelling, grammar, and thoughtfulness and thoroughness of application
- **Finalist interview** – time and date to be determined by the POCIS Board of Directors.

General Tips

- **Do your own work.** It's okay to ask for help or feedback, but you are the only one who should fill out the application, and the essay **must** be your original work. Applications that are not your work will be disqualified.
- Follow directions carefully and provide everything required by the deadline, including transcripts, letters of recommendation, and your essay. Supply **only** things that are requested; extra materials are not seen by the selection committee.
- Your application is the first – and often last – impression the selection committee will have of you. Make it count. Neatness matters. Type your application, print neatly and legibly, or use the on-line application.
- Before you start, make photocopies of all forms. Use them as working drafts before you complete the final application.
- Edit carefully. Be grammatically correct, spell properly, and ask someone who has the skills and can be objective to proofread your essay.
- Use standard white 8 ½ by 11 paper.

Your Essay

- Essays can make or break an application. Write a strong essay. Be personal and specific. Even a simple experience can be powerful if you explain its impact on you.
- This is your chance to tell the committee things about yourself they can't glean from your list of accomplishments – to help them get to know you as more than a list of activities, academics, and awards. Make the most of it.
- Plan ahead. Essays written in a hurry *read* like essays written in a hurry.
- Most of all, be yourself, and be truthful.

Letters of Recommendation

- Get appropriate letters of recommendation. Don't ask someone simply because they know you're nice. Do not seek reference letters from family members. **Ask a teacher, employer, minister, or other adult who knows you well and can write about your strengths, academics, work ethic, or accomplishments.**
- Don't wait until the last minute; many people, especially teachers and other school staff, are swamped with requests.
- Tell your reference what the letter is for, when the deadline is, and provide them with an addressed, stamped envelope.
- Late recommendations are not accepted.

Submitting your application

- Before sending the application, make a copy of the entire packet. Give it a final review, and then send in the application early. Email POCIS to make sure it's arrived. **If your application arrives after the deadline, we cannot accept it.**