



## **High School Senior Scholarships 2009 – 2010**

POCIS is pleased to offer scholarships to seniors from POCIS member schools. \$1000 to \$5000 scholarships will be awarded to assist graduating seniors in college expenses.

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*What to Submit (You are encouraged to submit all materials via email)*

- 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.
  
  - 5) Electronic photo to be used on the POCIS Website and publications.
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*How to Apply*

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

**POCIS**

**[pocis.scholarship@gmail.com](mailto:pocis.scholarship@gmail.com)**

**Subject line: POCIS Scholarship: [your name]**

**Application Deadline: Friday, February 5, 2010.**

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*Decisions*

Scholarship recipients will be notified by **Friday, April 30, 2010.**

**POCIS**

P.O. Box 18828  
Oakland, CA 94619

### *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 the scholarship email address or an addressed, stamped envelope.
- Late recommendations are not accepted.

#### **Submitting your application**

- Before sending the application, give it a final review, and send in the application early. You are encouraged to send all documents via email. Confirm all letters of recommendation and transcripts have been sent prior to the deadline. **If your application arrives after the deadline, we cannot accept it.**