



SCHOLARSHIP PACKET INSTRUCTIONS

APPLICATIONS ARE DUE MARCH 2, 2025 11:59 PM

Thanks for taking the time to apply for the Philo scholarship. All information shared is confidential and reviewable by the Philo Scholarship Committee members only.

Step 1 – An Essay About You (pdf/doc/jpg format)

- ☐ Write an essay (250-500 words) about you. Share your personality, motivation, enthusiasm, and communication skills. Include your background, leadership, and both volunteer and paid work experiences. Share about you and why you should be selected.
- ☐ Have ready to attach to the online application or email to philoloveland.scholarships@gmail.com.

Step 2 – Online Application (takes 30 minutes - cannot be saved)

- ☐ Complete the [online scholarship application](#), supplying **all** the information requested.
 - ☐ Your monthly income
 - ☐ Your household annual income, including spouses, parents, and contributing partners
 - ☐ Projected annual tuition for your program for school year 2025-2026
 - ☐ Your requested amount of scholarship for school year 2025-2026 (between \$500 - \$5000)

Please note: you must complete the online application in one sitting. You cannot save it and come back. Make sure you have the information above **before** starting the application. It should take you 30 minutes or less.

Step 3 – If new to your program in 2025-2026, transcript or proof of GED and a copy of the official acceptance Letter

- ☐ Attach an official high school transcript or proof of GED if earned within the last five years to the online application or email philoloveland.scholarships@gmail.com.
- ☐ Attach a copy of your official acceptance letter for your program for the school year 2025-2026 to the online application or email philoloveland.scholarships@gmail.com.

Please note: applicants continuing their programs from the school year 2024-2025, skip this step.

Step 4 – If continuing your program in 2025-2026, college transcript

- ☐ If continuing your program in 2025-2026, attach an official college transcript from the school year 2024-2025.

- ☐ If graduating high school or transferring from another school/program, attach an official transcript from the most recent school year(s) attended.

Step 5– Two (2) Recommendation Letters.

- ☐ Recommendation letters may be from a teacher, employer, neighbor, clergy-person, or another important person in your life. Please **do not choose a relative or anyone in your household.**
- ☐ When requesting a recommendation letter, please let the person know to **include the following information in their letter:**
 - 1) Length of time they have known you
 - 2) Their relationship with you
 - 3) Their observations and experiences 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
 - 4) The person writing the letter can either give it to you to attach to the online application as a pdf/doc/jpg or they can email it directly to the scholarship committee: philoloveland.scholarships@gmail.com.

Please make sure all parts of the application are submitted by March 2, 2025, 11:59 pm

Interviews— mid to late March 2025

Questions: Email philoloveland.scholarships@gmail.com