Understand the purpose and motivation of the essay

- Write down the essay questions. How many parts does it have?
- Do you have to research first?
- Why have the judges asked these questions? How are the judges planning to get to know you through this essay?

Analyze the Organization

- What is the mission of the organization?
- Why are they providing scholarship $$?
- Who are the judges and what special points of view do they bring to the judging?
- Find this information by searching the scholarship website or by using the printed materials they provide.

Tips for Writing

- Decide what you want to say. You don’t have a lot of space or time to get your point across.
- Show that you have thought deeply and broadly about what you have learned and what you hope to learn next.
- Remember the nature of your Audience.
- Do not write in a cute, coy, or gimmicky style.
- Correctness and style are vital.
- Use present tense, if possible.
- Do not misrepresent yourself.
- Neatness counts!!
- Check and check again for spelling, agreement of verbs and persons, and syntax.
- Ask others to proof read your essay.