

HOW TO PREPARE A GOOD APPLICATION

Your application for a WSPA scholarship will be judged in two categories.

1. How well you follow the instructions on the application form (meet the criteria and provide required documentation).
2. How well your essay describes your attributes that make you a good candidate to receive a scholarship.

YOUR CHANCES OF RECEIVING A SCHOLARSHIP IMPROVE IF YOU:

1. **Plan ahead.** Think about your goals for the coming year and beyond. Decide which of our scholarships will best help achieve your goals in a timely manner. You can only apply for one scholarship per year, but you can apply for additional scholarships in future years.
2. **Contact the Scholarship Chair if you have any questions.** She is available to help you prepare the best application possible. She can also suggest which scholarship will best fit into your goals. The Scholarship Chair does not judge your application. It is judged and scored by three members of WSPA.
3. **Submit your application well before the deadline.** When your application is received it is reviewed for completeness. If you are missing some documentation you will be notified and may have time to add. You may be told that you do not qualify for the scholarship you applied for and you may want to change to another scholarship.
4. **Make sure you meet all the criteria listed on the application form.** If you are required to have taken the FAA Knowledge Test, allow time to prepare and take the test and include a copy of your test results. Make sure you meet age and/or other specific requirements. If asked to submit one letter of recommendation, do not submit 2 or 3.
5. **Put a lot of thought into your essay.** This is a critical part of your application. You need to convince the judges that you are the best candidate for the scholarship. This is not a college exam on essay writing – it is instead an opportunity to tell the judges about yourself.
6. **Be specific in writing your essay.** If you have helped at the glider port, what exactly did you do? Have you helped with club projects, read about glider flying, given a talk about gliders? How are you involved with WSPA? Have you accomplished other things that show you can set and complete goals? Do you have skills that help you be a good pilot?
7. **Ask others to critique your essay.** How well did you promote yourself? Did you include specific achievements and give examples? Did you stay within the 500 word limit? Did you state your goals and is your plan to achieve them realistic?
8. **Submit an organized, neat application package.** Do not use a fancy cover or folder but do print or type in a neat and legible way. Check off the criteria on the application form and confirm that you have included it. Mail your application at least two weeks before it is due. Allow extra time if mailing from outside the U.S. Get a tracking number.