



# Scholarship Application Checklist

If you are utilizing the Muskegon Area Promise, Congratulations! There is no need to complete a Community Foundation scholarship application as you are eligible for the Muskegon Promise. Feel free to apply once you've completed the Promise.

A complete scholarship application has three steps: the online application, a transcript (unofficial copies will be accepted that show your name, school, and at least one marking period from your senior year of high school), and a FAFSA Submission Summary (provided you would like to be considered for need-based awards). Your application will not be considered until all three parts are complete!

- To begin, go to <https://muskegonfoundation.org/scholarships/>
- "Click Here to Apply" button, then select "Create New Account."
- Create login and password and write it down here:

Login: \_\_\_\_\_  
Password: \_\_\_\_\_

## Other Tips

- You can save and edit your work at any time. Save often!
- Make sure to list any extracurricular activities, work & volunteer experience, etc.
- This one application allows you to be considered for multiple scholarships. So, apply!
- Check your email. We will email you if we need to add any pieces to your application.
- You will find out if you have received a scholarship in April and will be recognized at your high school awards ceremony. Current college students will be notified by mail in June.
- Questions? Contact Martha Brown, Scholarship Program Coordinator, at 231-332-4118 or [scholarships@muskegonfoundation.org](mailto:scholarships@muskegonfoundation.org).

**Four Essay Questions** (The application includes essay questions. Be detailed. Punctuation and spelling are essential.)

1. Explain your future education and career goals and how you have prepared to achieve these goals. (Make good use of the opportunity to tell us about yourself.)
2. What teacher, opportunity, or activity that you've been involved in has given you the most hope for your future?
3. Tell us about something you did that helped your community. (e.g., your school, neighborhood, church, community organization, etc.)
4. Explain any additional factors you believe should be considered in the review of your scholarship application (e.g., family circumstances, siblings in college, etc.)
5. Optional - You may share additional information about your household financial circumstances or barriers we should consider.