

A STUDENT GUIDE TO CREATING A LEMON BAY HIGH SCHOOL LOCAL SCHOLARSHIP PACKET

LEMON BAY HIGH SCHOOL LOCAL SCHOLARSHIP PACKETS INCLUDE:

- 1) Student **resume'** typed and shared with Mrs. Dailey for editing by turning it into the CRC to be reviewed – Make corrections and submit via email/Google Doc Share to Mrs. Dailey by the end of **September**
- 2) Student **goal statement** typed and shared with Mrs. Dailey for editing by turning into the CRC to be reviewed - Make corrections and submit via email/Google Docs Share to Mrs. Dailey by the end of **October**
- 3) **Two staff letters** of recommendation – by the end of **November**
- 4) **One community letter** of recommendation – by the end of **November**
- 5) If you are planning on attending a Technical School – Only one letter of recommendation is required, but it would be beneficial to have all three.

LEMON BAY HIGH SCHOOL LOCAL SCHOLARSHIP PROCEDURE:

- ✓ Mrs. Dailey edits each resume' and goal statement and speaks with each student. Then after corrections are made the student is to share the edited resume' (via Office365 or Google) with staff members who have agreed to write letters of recommendation on the student's behalf. The student hand-delivers or emails a resume' to the community person who has agreed to write a letter of recommendation.
- ✓ Mrs. Dailey prints a copy of each resume' and goal statement to include in the student's scholarship packet. Students sign their goal statements. Both documents are kept on file.
- ✓ Students will need to apply online at www.lemonbayhigh.com
 - Click on Academic & Guidance, scroll down to additional resources, the middle column under Local Scholarship Info: LBHS Local Scholarship Application 2022-2023. This becomes page 1 of the local scholarship packet and is added to the student's file.
 - This online application will be available after September 14th.
- ✓ Students collect their letters of recommendation and submit them to Mrs. Dailey. The letters are added to the student's file.
- ✓ From January to mid-March, Mrs. Dailey distributes copies of completed scholarship packets to local committees that review packets and select scholarship recipients.

STUDENTS ARE AWARDED SCHOLARSHIPS THEY HAVE RECEIVED

AT SENIOR AWARDS NIGHT IN MAY.