



Making the Connection

Refining your educational goals
and getting great recommendation
letters.

Dr. Tim Cook

Clark College Scholarship Night

A desk lamp with a blue shade is positioned in the top left corner, casting light on a white desk. A red pen lies horizontally on the desk in the bottom right corner. The background is a brick wall. A large yellow shape is on the right side of the slide.

Why Is This Important?

- A strong application shows a common thread through the essay, activities section, and recommendation letters.
- Think in terms of the story you want to tell. When asking for recommendations you can be clearer about your goal objectives.



Before you begin...

- Take some notes.
- What are your goals, what do you want out of life?. Where do you want to be in 5 years?
- Write down everything you've done in the past five years.
- Then show the list to friends and family and write in what you forgot.
- What are your strengths. Now is the time to shine.

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School Activities/ Civic Involvement

- Do not overlook anything!
- Try to show a connection or history.
- Volunteer work, job shadows, athletics, student government, clubs, etc...
- Quality matters more than quantity.



Family Obligations

- An excellent area to demonstrate skills.
- What specifically have you done for your family.
 - Project completion
 - Follow-through
 - Organization
 - Supervision



Recommendation Letters

- Only use the official form in the handbook.
- The scholarship application and recommendation form are also available online (follow links to the Financial Aid web page): www.clark.edu
- Provide your reference with a resume or copy of your Accomplishments (#15 on scholarship application).
- Give the form to 4-5 people.
- Post “deadline to return” to you in pencil at the top.
- Be picky about which ones you submit.
- Don’t forget to put your name at the top!
- Don’t forget to thank them!



Getting to Know your Instructors

- Make yourself noticed in class or at work.
- Be on a first-name basis with your teachers and work supervisors.
- Volunteer to do things out of the ordinary.
- Demonstrate your kindness to others.
- Show your leadership abilities.
- Volunteer to tutor fellow students or help the teacher.



How to Ask for a Recommendation?

- Don't wait until the last minute!
- Ask for a recommendation from a teacher whose class you did well in OR you've demonstrated improvement in.
- Ask for a recommendation from a work supervisor you got along well with and knows your work habits.
- Make sure they know you by your first and last name.



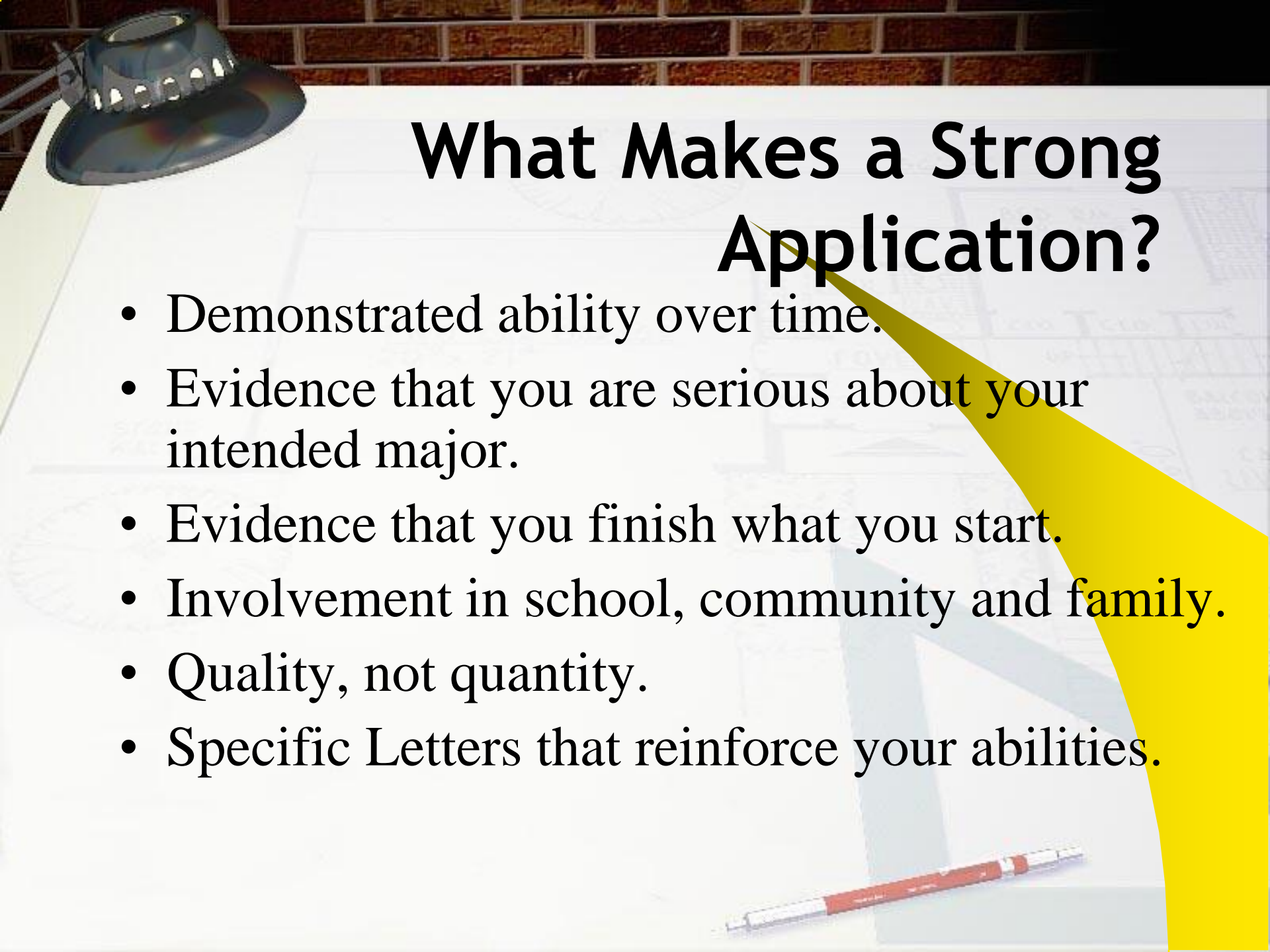
How to Ask (cont.)

- Politely approach them during a non-busy time.
- Explain what type of scholarship(s) you are applying for.
- Explain the process to them.
- Give them a deadline; make sure they agree.
- Tell them how important it is to you and how much you would appreciate their help.



What to Provide Your References

- Your list of accomplishments and extracurricular activities (see #15 in application) or your resume to review.
- Tell them about your academic and career goals
- Provide them with samples of your college-level work, especially from the class they taught you (as a reminder).



What Makes a Strong Application?

- Demonstrated ability over time.
- Evidence that you are serious about your intended major.
- Evidence that you finish what you start.
- Involvement in school, community and family.
- Quality, not quantity.
- Specific Letters that reinforce your abilities.