



Essay Writing Tips

The Lake Area Tech Foundation requires all scholarship applications be accompanied by a type-written essay of a minimum of 150 words, not to exceed one page.

The scholarship committee reviews many applications and often times a coherent and interesting essay may be the one element that distinguishes you from another candidate.

The following are tips for to writing a successful essay.

Plan your essay before you write

- Think about the topic and make an outline of what you plan to write.
- Make a list of your achievements/accomplishments (both academic and other), community involvement and leadership positions you have had in school or in your community.
- Make a list of your personal characteristics including your strengths, weaknesses and any other obstacles you have overcome or are currently confronting.
- Determine key pieces of information you feel the committee should know about you and have concrete examples to demonstrate your points.

Writing the Essay

The Introduction: Begin with a strong introduction. You want your essay to stand out from all the others. Be sure your introduction captures the readers' attention and compels them to learn as much as they can about you in the following paragraphs.

Be personal: Make sure the committee can assess what type of person you are and what motivates you.

Be specific: Give examples. Do not simply tell the committee you are a leader; give an example of how you have demonstrated leadership.

Turn negatives into positives: If you have an obvious weakness such as limited extracurricular activities, show the committee that you have been particularly involved with your family or the classes you have taken, depending on your personal situation.

Follow standard grammar and writing rules: Be sure you have used proper grammar and make sure your body paragraphs relate to your introduction and that the conclusion summarizes the points you have made in your essay.

Review your Essay

- Proofread, proofread, proofread!
- Have several people read your essay.
- Edit it for clarity and conciseness. Check for proper grammar and spelling.
- Have you answered the following questions; Does the essay convey who you are and why you should receive a scholarship? Is the essay interesting? Did you provide examples of your skills and abilities rather than broad statements and claims? Does the essay meet the word count requirement?