

## Las Positas College

# 2018 SCHOLARSHIP PROGRAM INSTRUCTIONS

Application: <https://laspositacollege.academicworks.com>

**Deadline Sunday, March 11, 2018 at 11:59 pm**

In general, applicants must have completed a minimum of 12 semester units (by the end of Fall term 2017) at Las Positas College and be currently enrolled in at least 6 units of Las Positas classes (*Exception: there is one veteran scholarship for a brand new student whose first term is Spring 2018*).

Concurrently enrolled high school students are not eligible.

International Students (students with an 'F1' VISA) are eligible for all scholarships for which they meet the qualifications.

The Scholarship application must be completed online. Every student must upload an unofficial academic transcript which can be ordered and picked up directly from the Admissions and Records office. *Do not upload a print-out of grades or unofficial transcript from CLASS-Web or The Zone, they will not be accepted.*

### **NEED HELP UPLOADING YOUR FORMS?**

For assistance in uploading your personal statement, transcript, or recommendation form, please drop in at the LPC Computer Center, Building 800 Room 803, for assistance. They will help you scan any necessary forms as a .pdf file and will assist you in uploading forms to your application.

<http://www.laspositacollege.edu/computercenter/LocationHours.php>

## 1. PERSONAL STATEMENT (required of all applicants)

You must type a **PERSONAL STATEMENT** in the general application, which should address background, interests, any hurdles the student has had to or needs to overcome, the goals student has set for him/herself in his/her schooling, career path, and personal life, and how s/he plans to achieve those goals.

The personal statement is one of the most important parts of your application. You are competing with other applicants, and you want your statement to be able to convince the scholarship committee to choose you over other students. Do not be afraid to brag!

Write a statement telling about yourself. Explain the goals you have established for yourself in your schooling, career path, and personal life, address how you plan to achieve them, and why you feel you are particularly qualified or deserving of a scholarship. You may wish to address work, family and dependents, hobbies, special interests, involvement in college, community or family activities.

Analyze what interests and activities in which the sponsors of your awards are interested. For example:

Business Women's Network: community activity, business activity, organizational skills;

Faculty Group: academic achievement and drive, service to school and community;

Radio Club: tinkering with ham radio, building electronic boards

Then look at what you have to offer that group, and organize your statement to show:

- Who am I? (Student up-dating job skills, your future goals, etc.)
  - Where am I going? (life and career goals)
  - What have I done to show I am helping myself?
- It is especially important to be clear about your academic goals!

### **NEED HELP WRITING YOUR PERSONAL STATEMENT?**

Help with your personal statement is available in the Reading and Writing (RAW) Center. All students are welcome with reading and writing assignments for any class. <http://www.laspositascollege.edu/RAW/>

You can also attend a Smart Shop session scheduled for **February 15** and **February 22** from 2:00 p.m. – 3:00 p.m. in the Transfer Center Room 1604. Visit [www.laspositascollege.edu/smartshops](http://www.laspositascollege.edu/smartshops)

## 2. UNOFFICIAL LAS POSITAS ACADEMIC TRANSCRIPT (required of all applicants) *SCROLL DOWN FOR FORM!*

You must request an unofficial transcript from the Admissions and Records Office. You must scan and upload your **transcript** in your general application. **A print-out of your unofficial transcript or grades from CLASS-Web or the ZONE WILL NOT BE ACCEPTED.** Request a free copy by submitting a Transcript Request Form directly from Admissions and Records **by March 8th**.

For LPC students, be sure to request your transcript from Admissions no later than **March 8th** to ensure it is processed in time. Transcripts will be available for personal pick up directly from Admission and Records and **must be picked up no later than March 9<sup>th</sup> at 12pm**. You must scan and upload a pdf copy into your General Application.

**For Chabot students applying for the Barbara and David Mertes Memorial Allied Health Scholarship ONLY:** you are permitted to upload a printout of your transcripts from CLASS-Web or the Zone since Chabot Admissions is not processing unofficial transcripts for students.

## 3. Scholarships requiring instructor **LETTER OF REFERENCE**

There will be some scholarships that require a reference/recommendation letter. After you complete the general application, you will be asked follow up questions. If a letter of recommendation is required, you will be asked for the name and email address of the faculty member who will be providing you a recommendation. It is advised that you discuss with them prior to providing their contact information so that they can expect the email. The staff or faculty member will receive an email from the scholarship system regarding your request for recommendation. If you are asking the same person for a reference for multiple scholarships, be sure to use the exact same email address for the referrer; this will allow them to respond only once with a referral which will then link to each of the scholarships. **The staff or faculty member must submit the recommendation online by uploading into the system. They must follow the instructions in the email they receive and not provide you a hard copy letter.**

***We suggest you email your recommender information about yourself that will help your instructor personalize your recommendation. Be sure to include your name, ID, identify the courses and terms when you took the course, and your proposed major/academic goals. Other suggested information that may help your recommender includes your academic achievements, future college/vocational/employment plans, and related interests.***

4. Scholarships requiring the student to have submitted a FAFSA or DREAM application, or to qualify for a BOGW Fee Waiver

If you have not applied for financial aid for the current school year, it's not too late! File a **2017-2018 Free Application for Federal Student Aid (FAFSA)** at [www.fafsa.gov](http://www.fafsa.gov). If you are an undocumented student who has qualified for AB540 status, you file a 2017-2018 Dream Application instead

(<https://dream.csac.ca.gov/>). Be sure you have listed Las Positas College as your college or we will not receive your FAFSA results! **BE CAREFUL THAT YOU FILE THE 2017-2018 FAFSA and NOT the 2018-2019 FAFSA for scholarship purposes! The 2018-2019 FAFSA is for next school year and won't help you now!**

If you have not yet applied it's not too late, but you should complete the appropriate application by **February 28, 2018** to ensure LPC receives it in time. Contact the financial aid office if you need assistance with your application. It takes up to 1 week for us to receive your results once your application is submitted.

We will determine if you qualify for a BOGW fee waiver when we receive your FAFSA or Dream Application results. If you are eligible a fee waiver will be posted to your account and you will be eligible for a refund of enrollment fees previously paid.

*All applicants will be notified by email by **May 4** whether or not they have been selected to receive a scholarship. Recipients will be invited to attend LPC's Annual Scholarship Ceremony on Friday evening, May 18.*



Continue to page 4 for Transcript Request Form

Las Positas College Scholarship Program  
**UNOFFICIAL ACADEMIC TRANSCRIPT  
REQUEST FORM.**

**Student must submit directly to Admissions and Records Office, Building 1600  
by March 8th, 2018 and must be picked up no later than March 9, 2018 at 12pm.**

*(Requests submitted after March 8 are not guaranteed to be processed in time to meet the Scholarship Deadline.)*

YOU MUST SCAN AND UPLOAD YOUR UNOFFICIAL TRANSCRIPT TO YOUR GENERAL SCHOLARSHIP APPLICATION. You may NOT use your unofficial transcript printed directly from CLASS-Web or the Zone. **Only your unofficial transcript obtained directly from Admissions and Records will be accepted.**

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TO: ADMISSIONS AND RECORDS OFFICE:

I am requesting one (1) unofficial academic transcript which will be used for my Las Positas Scholarship Application.

**I understand that my transcript will be available for personal pick up directly from Admissions and Records.** I understand I must allow up to 1 business day for my transcript to be processed.

I also understand that this copy will be provided free of charge, will be considered 'unofficial' and cannot be used as an official copy for purposes other than LPC scholarships.

Date submitted to Admissions Office \_\_\_\_\_

Name: \_\_\_\_\_  
Print Neatly!

Las Positas College 'W' ID Number:   W  \_\_\_\_\_

Phone Number: \_\_\_\_\_ Zone email address: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## OTHER SCHOLARSHIPS YOU SHOULD BE AWARE OF



*SCHOLARSHIPS for graduates of Livermore high schools*  
**Deadline March 1, 2018**

### ELIGIBILITY REQUIREMENTS

Eligible applicants

- Must have either graduated from a Livermore Valley Joint Unified School District high school (Del Valle/Phoenix, Granada, Livermore or Vineyard)
- There is no minimum GPA requirement for community college or technical/vocational applicants.
- Students applying for undergraduate or graduate scholarships must have a minimum GPA of 3.0.

**For more details and application: [pedrozzifoundation.org](http://pedrozzifoundation.org)**

## OUTSIDE SCHOLARSHIPS LIST

A list of current '**OUTSIDE SCHOLARSHIPS**' is posted on the Financial Aid Website at: [www.laspositascollege.edu/financialaid/scholarships.php](http://www.laspositascollege.edu/financialaid/scholarships.php) and is updated frequently.

These are scholarships often from local, statewide and national organizations or foundations, which are usually not specifically for Las Positas students, but which may be of particular interest. Occasionally scholarships ARE for Las Positas students only but are selected by outside organizations.

Often transfer scholarship opportunities for four year colleges are listed. Deadlines vary greatly, so make it a point to check the list frequently.

There are hundreds of thousands of scholarship opportunities that an ambitious student can discover. There are several free on-line scholarship searches available which are listed on our webpage.



**2GENFUND Scholarships** are scholarships up to \$5000/semester awarded to LPC student parents of toddlers (18 months – 30 months) and preschoolers (3 – 5 years) to fund most of the costs of a child's enrollment at the Las Positas College Early Childhood Center. Student-parents benefit because they are able to focus on obtaining their own LPC educational goals... right on the same campus as their children.

**Apply by May 15 for Fall semester 2018**

**<http://www.laspositascollege.edu/childdevelopmentcenter/2GenFundScholarship.php>**