

## **Working Notes for the 99s/CWIA Scholarship Talk**

**Langley Airport, Nov 7<sup>th</sup>, 2010**

**Presenters/Notes creators:**

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**What scholarships are out there?**

**Think about the organizations offering scholarships; What is their reason for being?**

**Concentrate on just a few scholarships**

**Study pre-requisites and details; match your efforts to the ones that are the best match**

**List the components of the application packet (can vary)**

**Create an application “kit” for the next time**

**Before you begin, imagine the panel of judges: “Look at us”**

**Prepare yourself to begin**

**Complete all components very carefully**

**Check over your package**

**Submit your application**

**Thank the people who helped you**

**Keep in touch if you are successful**

**Thank the organization**

## **Introductions:**

**Joan Lynum, Wendy Boyes, Clare Brooks Higgins**

**All private pilots**

**All have been or are aircraft owners**

**All have judged for the West Canada Section 99s scholarship**

**Wendy works in the aviation business; she has applied for many scholarships and has been awarded several including the Amelia Earhart**

## **The Talk:**

### **Be aware of what scholarships are out there**

Check organizations to which you belong: the 99s, Women in Aviation, your employer, EAA, AOPA

Look at links on their websites: 99s and WIA many links to other organizations:

[http://www.ninety-nines.org/index.cfm/other\\_scholarships.htm](http://www.ninety-nines.org/index.cfm/other_scholarships.htm)

<http://www.wai.org/education/scholarships.cfm>

<http://www.awam.org/>

### **Think about the organizations offering scholarships; what is their reason for being?**

Focus on professional pilots? Homebuilders? Corporate pilots? Recreational?

Note: most are designed for professional pilots, not having fun

Tailor your application to suit the scholarship, that is, emphasize aspects of yourself that match the organization

### **Concentrate on just a few scholarships**

Be choosy: don't scatter applications everywhere

Lots of effort to complete each application well, so concentrate your efforts for excellence

Don't wear out the people you ask to be references or proofreaders! It takes work to write a letter of reference or to look carefully at an application package

### **Study pre-requisites and details; match your efforts to the ones that are the best match**

Do you meet the basic requirements of the award? For example, how long have you been a member, where do you live, flying experiences or ratings. Don't bother applying if you don't, as you will be disqualified.

Will the award clearly move you along your aviation path?

\*\*\*Match the \$\$ to your plan: Does the amount of the \$\$ award approximate your goal? e.g., \$1500 to complete your float rating, not as a drop in the bucket of getting your multi-IFR training

Some scholarships require evidence of financial need: from **99s News July, August, September 2010**: "Our primary concern each year as we assess the applicants is that we find the women who are in need of financial help to achieve their goals in aviation. We look for the woman who is "poised on the brink of success" but, for a lack of funds, cannot take that final step".

Are you willing and able to make use of the award in the near future? E.g.: a type rating course might require you to take 2 unpaid weeks off work and move to Texas for training

**List the components of the application packet: they vary quite a bit and include some or all of the following:**

**Form:** find online, they will tell you to send paper printout or to submit online

**Cover letter or descriptive essay:** this is where you present a written snapshot of yourself

**Letter of reference:** someone who knows you well, preferably in aviation

Give your reference-writers some guidance: what is the award for? In what ways do you think you are a strong candidate? What would you like them to remark upon? E.g.: good work ethic, physical strength, reliability, sparkling personality, and of course flying skill

If you are applying for several awards, tell your reference-writers ahead of time

**Documents** to support: flying training, ratings, & hours, certificates of training, college or university transcripts

**Evidence of your financial situation** might be required: show that you have worked hard and are financially responsible

Other?

**Create an application "kit" for the next time**

If you are not successful this year, try, try again!

Tanis, another pilot who was going to be here today to answer questions about scholarships, got her schedule and won't be able to come because she's working. This is what she'd like to say: "What I would say about scholarships is this: Without them, I wouldn't be where I am today. I applied for lots of scholarships at the end of high school and early 20s and won several. Since I came from a lower-income family, scholarships were so helpful and important in my career progression. Apply to any scholarship you can, and you just never know!!"

Make multiple photocopies of all documents (e.g. ratings, past awards, transcripts)  
– this will save you time next time

List of people who wrote reference letters

Photocopies of the completed applications you submit

### **Before you begin, imagine the panel of judges: “Look at us”**

Several will be on the selection committee, with a variety of backgrounds

Interested in helping others achieve their goals (volunteered to be a judge)

Possibly older, “old-fashioned”, so spelling counts!

Probably working in a professional field, well-educated, have moved up in their careers, so are used to a professional standard

Feel the responsibility of choosing the best applicant from a large number

Want to make sure the money is spent with the best likelihood of success

### **Prepare yourself to begin:**

Think of this as “dressing up for an interview” – this is where the panel of judges will get to know you and, yes, appearance does count!

Judges will thoroughly read every application sent to them, and carefully review all components, but yours should stand out

Cover letter is sometimes required: a well-written mini-portrait of yourself, to get the judges to remember you; keep in mind for whom the scholarship is designed, and emphasize that aspect of yourself

Big goal is to show that you are focused on your goals, you are worthy of receiving the award, will follow through, and it will make a difference to your future

Show that you are well on your way towards that goal

Help the judges visualize you as a person: Let your “Self “shine through: help the judges get to know you: what kind of a person are you? “Be yourself!”

### **Complete all components very carefully**

Judges will look to see if you completed application conscientiously, as that is evidence of what kind of person you are

Components should show: where you have come from, what you are doing right now, where you want to go, how the scholarship will move you along your path, and show what others think of you (past awards, letters of ref)

Be kind to your judges! Organize and summarize your thoughts: if possible, group required sections (education: high school, college or university, training courses,

flying experience, volunteer experiences)

Be sure to include evidence of each: for example, the thank you letter from your Red Cross lifesaving job supervisor, a photocopy of the award you won in high school as the top student, etc.

Re: inclusions: find a balance between thoroughness and clutter; be selective: fully describe and document the relevant ones and if you did lots of little volunteer things in high school, combine them as “active in high school volunteer programs (\_\_\_\_, \_\_\_\_, \_\_\_\_, \_\_\_\_)”

### **Check over your package**

Are all components there?

General appearance: typed or neatly printed

Spelling and grammar check

Get a friend to proofread; sometimes you think you are clear but you aren't

### **Submit your application**

Well-ahead of time, early if possible

Do not send in at the last-minute with “sections to follow” (e.g.. a letter of reference you asked for too late)

Consider sending as registered mail or priority post so that you can track it

### **Thank the people who helped you**

Your reference writer, your proofreader, the people who told you about the scholarship and who encouraged you to apply

### **Keep in touch with those people if you are successful: show your gratitude**

Good manners

Tell them of your success – they will be delighted that they helped you along your way

### **Thank the organization:**

Note: these organizations are not banks giving you a loan; they will never see the money again, just your happy thanks

Provide the organization with “sound bites” for their use; they will have to report to members on the award winner(s); a photo is a great idea

If at all possible, attend the awards event (if there is one)

When training is complete, let them know of your success and how it has made a difference to you

### **Thank the people who helped you – again!!**