**2016 Scholarship Help Sheet**

1. Make sure that the candidate meets all criteria on page 4.
2. Make sure that class rank and number of students in graduating class matches page 7 straight from the transcript. This is the page that college credit classes go on.
3. Make sure grades and credits are transferred EXACTLY AS THEY ARE ON THE TRANSCRIPT page 22. This is the page that is most commonly messed up, take your time and double check it!!!!!!!!!
4. Make sure that the student writes a Financial Need Narrative. If they do not have a need why apply?
5. Make sure that all activities are included in the application.
6. The GPA on the bottom of the transcript can be weighted but if there are individual grades that are weighted on the transcript. A letter stating which grades are weighted must present and signed by the school counselor. Most transcripts have actual grades on the transcript and they are weighted in the GPA on the bottom of the transcript, this is fine.
7. ***Make sure that the FASFA and transcript are included. We must be able to verify scores and grades in the application. Applications that do not have an official transcript and a FASFA sheet will not be scored.***
8. ***Applications will start being scored May 9th at TSTC beginning at 8 am. Any application that arrives after 9 am will not be scored. If there is a problem getting them there that day you may give them to Mike Gann or Bryan Teter before and we will make sure they get to the room and scored.***
9. If you have any questions please feel free to email [bteter@rieselisd.org](mailto:bteter@rieselisd.org) or [gannm@meridianisd.org](mailto:gannm@meridianisd.org)

Thanks

Bryan Teter

Mike Gann