2018 SCHOLARSHIP
INSTRUCTIONS FOR COMPLETING APPLICATION

Thank you for requesting a scholarship application. We have enclosed the following:

- **Information Sheet** – One copy.
- **Application** – To apply for a scholarship please visit: hydrocephalusscholarships.awardspring.com.
- **Recommendation Letter** – Please follow the online recommendation instructions. Recommender **must** submit their letter **online**.

1. Read this Instruction Sheet and the enclosed Information Sheet.

2. To apply for a scholarship please visit our online application: hydrocephalusscholarships.awardspring.com.

3. Follow the instructions, complete and submit the online application.
   - All applications **must be** completed **no later than April 15, 2018**.
   - The Scholarship Selection Committee appreciates more rather than less information about you. When answering the questions, please be as detailed and complete as possible.

4. Through our **scholarship website**, email the person you have chosen to recommend you for the scholarship.
   - One letter of reference is required from someone who care share important insight about your character. The recommender must be from a school official, instructor, clergy member, work supervisor, athletic coach or another person who knows you well. The person recommending you **cannot** be a relative.
   - Ask them to submit the online Recommendation Form by **April 15, 2018**.
   - About February 15, check to make sure that the person you have asked for a recommendation remembers to submit it online so that it arrives by the deadline, **no later than April 15, 2018**.
   - After you’ve requested your recommendation letter please continue to check back until it is submitted. Once the letter has been submitted you must select submit application.

5. Applicants must submit online their completed Scholarship Application and Recommendation Letter **no later than April 15, 2018**. Scholarship applicants with an incomplete Application and/or Recommendation Letter will **not** be eligible for the scholarship. **There will be no exceptions**.

6. If you have questions, please email scholarship@hydroassoc.org.