



# BEFORE YOU BEGIN ... READ THIS!

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Applying for a scholarship can sometimes be a challenging project! This document will give you the tools you need to make your application process a smooth one.

## **Gather Your Supplies**

The following items are suggested to assist you while completing your application:

- The most recent copy of your academic transcripts. (If you are an alumnae returning to school, your previous educational institution should be able to provide you with a copy of these documents.)
- Address information for your permanent residence AND the address of your residence while you are attending school
- Your Academic Office mailing address
- Educational history for the last three colleges or universities in which you were enrolled. (Dates of attendance, name of school and any transcripts obtained while enrolled.)
- Combined family income (from parents, spouse or other sources.)
- An estimated cost of your financial needs for the 2021-2022 academic year (not including your Phi Mu dues, housing or transportation costs.)
- Your yearly wages or other sources of income
- Total amount of outstanding educational loans to date
- Total amount of other scholarships or grants awarded for the 2020-21 academic year
- Complete lists of Phi Mu chapter involvement, community involvement, academic or other awards, and work experience (while in college for collegiate members or for the past four years for alumnae members).
- Contact information for two recommendations from an academic or professional source