

Colorado Women's Education Foundation Scholarship Opportunity Checklist

The online application is now open with a completion date of April 30, 2024, for fall 2024 and/or spring 2025 semester or quarter awards. **Below is a checklist of the supporting documents you will be required to gather and upload into your online application.**

- A copy of both pages of your 2023 Federal IRS form 1040 showing your taxable income
- The Statement of Acceptance and Schedule of Fees (SASF) form completed by the institution (You will download it from the website and it cannot be completed prior to spring 2024.)
- A college or high school transcript, can be unofficial or a photocopy, including your name, institution's name, and showing your cumulative GPA
- Proof of Colorado residency—a copy/photo of the front only of a State of Colorado photo ID (State of Colorado-issued driver's license or State of Colorado-issued photo identification card)

- A resume is highly recommended, but not required. You are required to complete a work history section for the past three years **OR** you can upload your resume into your application.

****Be sure to download the Financial Worksheet** from the website to assist you in compiling and calculating the required financial information you will enter into your online scholarship application.

The following are considerations, topics, and/or questions with which you can start preparing your responses in advance in order to copy and paste the content into your online application.

1. Your academic background:

List, in order, all degrees and certifications you've completed since high school. Include year(s) attended, name of institution, and name or kind of degree/certification earned.

2. Statement of your academic program and career goals:

In your statement of your academic focus and career goals explain how your life will change with your educational and career goals and explain how your education and career might benefit others. Describe why CWEF should invest in you! (No more than 750 words.)

3. Your work history over the past three years:

You can upload your resume **OR** list in order, starting with your most recent work. Include name, city, and state of employer, position held, responsibilities/job description, and start/end date.

4. Community involvement:

List any kind of volunteer work or service projects, work-study or clubs, internships or practicums (paid/unpaid), and/or organizations in which you have participated past or present. List name of organization, and time commitment and responsibilities are optional. This element is important.

5. Leadership, achievement, and resilience:

Provide examples of your achievements and leadership as well as hardships or challenges you have overcome. This element is important. (No more than 750 words.)

6. Recommendations:

Be thinking about two individuals you will want to email, they must be unrelated (not family), and from whom you will request an online recommendation. You will perform these requests through your online application.