

## STEPS TO COMPLETING THE PRESIDENT'S HONORS SCHOLARSHIP APPLICATION

This application process requires scanning and uploading your application and all required documents via the Office of Financial Aid and Scholarships website

**Online Application Submission Deadline: Thursday, December 13, 2018**

**Important Note: Hand-written applications will NOT be accepted**

### COMPLETE THE ONLINE FRESNO STATE SCHOLARSHIPS APPLICATION

- You must complete the **Fresno State Scholarships Application** in order to be considered for the President's Honors Scholarship. Please go to:
  - <http://www.fresnostate.edu/studentaffairs/financialaid/scholarships/scholarshipapplication/index.html>
- While completing the application, it is automatically saved until you are ready to submit it online.

### DOWNLOAD THE SMITTCAMP FAMILY HONORS COLLEGE-PRESIDENT'S HONORS SCHOLARSHIP APPLICATION

- At the top of the page under the **Recommended Opportunity** tab, click on the **Smittcamp Family Honors College** link to download the application.
- The application is a fillable PDF. For the latest version of Adobe Acrobat Reader, please visit [www.adobe.com](http://www.adobe.com).
- Download the application and save it on your computer—you can enter and save information in your application and come back to it at your convenience.
- At any time, you may clear the entire application by clicking on the RESET button.
- Once you have completed and reviewed your application, click the SAVE AS button to save to your computer until you are ready to print.

### READ ALL THE INSTRUCTIONS IN EACH SECTION

- Admission to the Smittcamp Family Honors College is highly competitive. It is to your advantage to be accurate and thorough in completing the scholarship application.
- Each section of the application is designed to allow you to fully express your academic and non-academic achievements (leadership, work or internship experience, community service).

### COUNSELOR VERIFICATION FORM

- The President's Honors Scholarship Application includes a Counselor Verification Form that your counselor or a school official must complete and sign in order to verify your SAT and/or ACT scores, weighted and unweighted GPA, and class ranking.
- Print out the Counselor Verification Form and give it your counselor or a school official to record all requested information before signing it. This section can be handwritten.
- Home schools must provide proof of SAT scores from the College Board and /or proof of ACT scores from ACT.
- You are responsible for including the completed and signed Counselor Verification Form in your application package that you will scan and upload online.
- **Applications received without a completed and signed Counselor Verification Form will not be considered.**

### LETTERS OF RECOMMENDATION

- A minimum of two letters of recommendation from teachers only (no counselors) must be submitted with your application
- You may include only one extra letter of recommendation from your employer, clergy, mentor, or other teacher