

- 1) Student typed and shared with Mrs Dailey by submitting a hard copy to me in the CRC to be reviewed. Once you receive what needs to be corrected and make corrections, you will then share through google docs to Mrs Dailey by the end of the year.
- 2) Student typed and shared with Mrs Dailey by submitting a hard copy to me in the CRC to be reviewed. Once you receive what needs to be corrected and make corrections, you will then print a copy and hand deliver to Mrs Dailey by the end of the year.
- 3) Letter of recommendation - by the end of the year.
- 4) Letter of recommendation - by the end of the year.
- 5) If you are planning on attending a Technical School - Only one letter of recommendation is required, but it would be beneficial to have all three.

Mrs Dailey edits each resume' and gal statement, students will then submit to the community person. Then students will need to share the edited resume' with staff members who have agreed to write letters of recommendation on the student's behalf. The student hand delivers or emails a resume' to the community person who has agreed to write a letter of recommendation.

Mrs Dailey prints a copy of each resume' and gal statement to include in the student's scholarship packet. Students sign their gal statements. Both documents are kept on file.

9 x Students will need to complete the online cover page information on [Classlink](#). In search bar type: JCOAL SCHOLARSHIP APPLICATION. This online cover page will be available after September 1st.