

Your entire Criteria Statement must be no longer than three typewritten, double-spaced pages and must meet specific size requirements. Size requirements necessary is an 8 ½ x 11 inch letter size document using Times New Roman (font size 12). Use 1 inch margins. In your entire three-page statement, you can address ONLY THREE of the following four criteria. Each of your three criteria paragraphs must be **clearly titled** with the **complete criterion name** (example: Special Talents, Leadership, etc.) Your criteria descriptions must be in **paragraph form** – no resumes or lists.

**SPECIAL TALENTS:** Describe the special skills, aptitudes, expertise or abilities you possess (such as working with people, music, skills with your hands, computer skills, athletics, artistic talents, science or math aptitudes, inventing, written, public speaking, etc.). Give specific examples of your special talents and how you have demonstrated them in your personal, community or academic life.

**LEADERSHIP:** Describe your ability to guide, inspire, direct or set examples for others and give examples of your leadership in your personal, community or academic life. Use examples that show continuing leadership, not just a brief, one-time-only experience.

**OBSTACLES OVERCOME:** Describe a situation(s) where you have achieved a goal despite problems or challenges that required your courage, self-reliance and determination. These challenges may be economic, emotional, physical or geographic. Give specific examples and discuss both the obstacle and how you overcame it.

**COMMUNITY SERVICE:** Describe unpaid volunteer work you have done to benefit individuals, groups, non-profit organizations, agencies, schools or the community at large. Simply attending regular meetings of organizations does NOT qualify as community service.

You have two choices in the way you describe community service in your criteria statement – tell us about:

- The activities you have accomplished OR;
- The hours you have contributed.

**Make sure that when you write this essay, you have a clear introduction describing who you are and why you chose to apply for this particular essay. After addressing the main areas of the body of the paper make sure in your concluding paragraph you demonstrate for the readers why you need their assistance and why you are the best candidate to receive it. Always thank the readers for taking the time to consider you for this essay.**