

# Lynn Jensen Memorial Scholarship

## Application Instructions & Checklist

After collecting all required information, visit [www.utschoolcounselor.org](http://www.utschoolcounselor.org) to complete the online application.  
Application must be submitted by 11:59 pm on December 9, 2017.

**Tip:** Have Student Info, Counselor Info, and Achievements typed into a separate document to copy and paste into the fields on the online application.

### Student Information:

- Full name and Mailing Address
- Phone number
- Birthdate
- High school
- Email address

### School Counselor's Information:

- Name of the school counselor you are honoring
- Name of the counselor's school
- School address
- Counselor's email address
- Principal's name
- Principal's email address

### Achievements

- Awards/Recognition
- Volunteer Community Service
- Leadership positions and responsibilities
- Explain how you have become college and career ready

### Required Attachments - All attachments to be uploaded on the online application

- TWO letters of recommendation - Save as "FirstNameLastNameLetter1," "FirstNameLastNameLetter2," etc.
  - Letters to be written by those who are familiar with your career goals, your success in school, and your personal character. Do not include a letter from the counselor you are honoring in the essay portion of this application. Letters from family members will not be considered.
- Written Essay about School Counselor - Please save as "FirstNameLastNameEssay."
  - Written essay about a school counselor who has had a positive effect/influence on you and your school success. The essay must be double spaced and not more than two pages. On the front page of the essay, please include (1) your name, (2) the name of the school counselor you are honoring and (3) a current address for that counselor. A copy of your essay will be mailed to your honored counselor in celebration of National School Counselor's Week.
- Photograph - Save as "FirstNameLastNamePhoto."
  - Your photograph may be used for publicity purposes and will be shared with the school counselor you have honored in your essay.

### Parental Signature - Scan/upload a signed copy on the electronic application. Save as "FirstNameLastNameRelease."

- Student Personal Information and Photograph Release
  - Print the statement on the following page and provide the needed signatures.

## Student Personal Information and Photograph Release

As parent/guardian of \_\_\_\_\_, I hereby grant permission for my student to be included in media coverage for the USCA — Lynn Jensen Memorial Scholarship. I authorize Utah School Counselor's Association (USCA) to publish my student's name, photograph, achievements, and excerpts from his/her essay on the USCA web page and in the USCA publication, Utah School Counselor. I hereby release Utah School Counselor's Association (and its officers and members) from any liability associated with the web page aid media coverage stated above.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date