

# William Cayen Skilled Trades Scholarship APPLICATION TIPS

MICHIGAN SCHOOLS & GOVERNMENT CREDIT UNION



## ✓ Plan ahead & Submit early.

Create your profile in our Survey Monkey Apply site and read all of the application instructions before you get started. Use this list to help you prepare. This way, you can submit your application on time with no surprises.

## ✓ Tell us about yourself.

Answer questions about yourself and the skilled trades program including intended certification, GPA, school, employer, and occupation.

## ✓ Gather Supporting Materials.

You will need to gather the following materials for your application. Check them off as you go to keep organized.

- School Transcript (showing successful completion of six credit hours, consecutively earned)
- Resume

## ✓ Prep Essay Answers.

The scholarship application has two essay questions:

1. up to 150 words on why MSGCU should select you to receive this scholarship.
2. 250-500 words on how your passion for the skilled trades industry has impacted you and how receiving a scholarship will help you accomplish your career goals.

Pro tip: compose your essays in a Word document (or equivalent) and then copy and paste it into your application.

## ✓ Initiate a Recommendation Using the Site.

You will find directions for how to initiate the letter of recommendation request in your Survey Monkey Apply account. The individual you ask is required to create a Survey Monkey Apply "recommender" account to submit their letter of recommendation. Once you initiate the request, they will receive an email to create their account.

PRESS  BY MARCH 5!

Questions? We're happy to help.

Call: 866.674.2848

Email: [scholarships@msgcu.org](mailto:scholarships@msgcu.org)

Visit: [msgcuscholarships.org](http://msgcuscholarships.org)

APPLY TODAY AT  
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