



## Instructions for Board of Trustees Scholarship Application Form

### What is the Purpose of the form?

This form is required for students who are applying for Board of Trustees Scholarship.

### How is the Form Used?

Students must

1. Complete and sign this form.
2. Obtain two recommendation letters from your professors or supervisors at work.
3. Write a brief essay identifying your educational and career objectives.
4. Submit to Admissions and Records Office (Anjali).

### Notes

- The deadline of application for each semester is ONE MONTH before the semester starts. It is YOUR RESPONSIBILITY to prepare all the required documents ahead of time.
- Your picture should be updated and not older than six months.
- Your recommendation letters should not be older than six months. Once the letter has been used the last semester, it is the better to ask your professor to issue the new one.

## Instructions

Put your information in the fields as following

- Name (LAST NAME, FIRST NAME, and MIDDLE NAME)
- Student ID
- Contact phone number
- Lincoln University email (ending with @lincolnucsf.edu)
- Current post mailing address
- Current Degree
- Your concentration of the degree
- The number of semesters completed at L.U.

Please note that this is only for your current program. For example, you graduated from Lincoln University two years ago and came back to continue study in different program and you have finished only two semester of the current program, you should put “2” in this field.

- Your current cumulative GPA  
If you do not know your current cumulative GPA, you could leave it blank first and ask for help from the officer (Anjali or Admissions & Records officer) to check it for you.
- The semester you are applying for (in “Fall/Spring/Summer, Year” format), and the number of units you plan to take for the semester.
- Tick “Yes” and indicate the semester if you have previously applied for this scholarship.
- Put honors, awards, certificates and recognition you have received. Please attach a copy of certificate outside Lincoln University.
- Indicate if you are currently employed. Please put the information of your employer (name and phone number of company) and your annual income through the employment.
- If you are not currently employed, please specify your sources of income.
- “BRIEFLY” explain your reasons for needing a scholarship
- Put your signature and current date