College of Engineering  
Scholarship Application Instruction Guide

This application is used by the COE Scholarship Office to identify eligible students for a wide-range of COE scholarships offered. Every student is encouraged to submit an application each year.

The COE Scholarship Application Form has several sections that require completion. Incomplete applications will not be evaluated.

The sections on the Application Form include:

**Personal Statements**
Include in your application a strong, well-written personal statement and information on your community service, character and leadership experience. Your personal statement should include:

- Why you have chosen to attend UMass Dartmouth’s College of Engineering in your selected major;
- Your academic and career goals;
- How receiving a scholarship will assist you in meeting your academic and career goals.

The personal statements are used by the donors to get to know you better. The personal statements require at least 50 words in length. If you need help composing your personal statement you can visit [http://www.finaid.org/scholarships/essays.phtml](http://www.finaid.org/scholarships/essays.phtml)

**Résumé**

Your application must include an up-to-date copy of your résumé. The résumé amplifies information provided in your personal statement. Your résumé should be a chronological list of your employment, internships, community service/volunteer work (beginning with current information) and any awards/honors/publications by each category. Your chronological list may include your high school years. If you need help on how to compose a résumé, you can visit the Career Resource Center website [http://www.umassd.edu/crc/](http://www.umassd.edu/crc/) for suggestions and free assistance.

**Student Information Data**

The confidential information on this form is used to match you to some scholarships that have specific criteria. Some of the attributes may require you to provide additional information.

**Terms of Agreement and Consent to Release**

Some recipients will be notified by the UMass Dartmouth Foundation Office regarding required thank you letters, required attendance to recognition events, and any other signed consent release forms prior to posting and disbursing awards by the Scholarship Office.

**Additional Information:**

Applications will not be reviewed until the deadline has passed. At that time all applications will be evaluated as submitted. Please make sure you print a copy of your application for your records.

**Contact Information:**

If you have any questions about the COE General Scholarship Application, please contact the COE Scholarship Office in DION 326 either in person, by tel. (508) 999-8539, or via e-mail at coe@umassd.edu.