

As an enrolled student at WPU, you can apply for Foundation and Alumni Association Scholarships once a year during the Spring semester. The William Paterson University Foundation and Alumni Association award more than 200 scholarships, over \$420,000 annually, to WPUNJ students. These scholarships are based on academic achievement, extracurricular activities, service to the University or community and financial status. Please note these awards are granted for the following academic year.

The online scholarship application is made available every spring, usually by mid-March and closes the end of April.

Our website also provides some tools to assist you in your search for outside scholarships: <http://www.wpunj.edu/scholarships> – under the headlines Scholarship Search Secrets; Outside Scholarship Opportunities; and Scholarship, Grant and Award Databases.

**Scholarship Search Secrets** is a booklet compiled by our office to give you a few tips to begin your search and advice on how to complete applications.

The listing of **Outside Scholarship Opportunities** is compiled by this office and updated regularly. Each scholarship provides a link where you can get additional information and apply.

Finally, on the listing of **Scholarship, Grant and Award Databases** you will find links for several search databases. We have found the final entry, **ScholarshipExperts.com**, to be the most resourceful search engine that we have used.

To facilitate your applications for outside scholarship opportunities, be sure to have an essay and two recommendation letters on hand as these items are usually required and can be used time and again.

**Remember, your search should never require a fee!**

If you have any questions, feel free to contact the **Office of Scholarships at 973-720-3720 or davidsonm@wpunj.edu.**

# WILLIAM PATERSON UNIVERSITY

## Office of Scholarships

Are you ready?

It's Almost Time!



**2013-14 Foundation  
&  
Alumni Association Scholarships**

**The William Paterson University Foundation and Alumni Association Scholarships Online Application will soon be posted. Remember—the application requires an essay and a recommendation letter from a faculty member. Now's the time to get started. Don't let your application be held up or discounted due to lack of preparation. There are funds totaling over \$420,000 up for grabs!**

**GET GOING!!!!!!!**

**The online scholarship application is not available until March 15<sup>th</sup>.**



However, to prepare for completion of the online scholarship application you can...

**#1 Begin working on the required essay...**The essay question on the scholarship application is as follows: Submit an essay 300 words or less describing how a William Paterson University Scholarship would influence your education and life goals. Tell the committee about yourself, your future goals and aspirations and why are you deserving of a scholarship...you can work on the essay now and all you will need to do once the application becomes accessible, is cut and paste it on the application.

**#2 Ask a faculty member if he/she would write a recommendation letter on your behalf,** you would need to place his/her name (email address) on your scholarship application. There is no sheet or guidelines to the recommendation. The required faculty letter of recommendation is very standard. The letter of recommendation should include how the faculty member knows you and highlight why he/she believes you are a deserving candidate for a scholarship. Once you complete your online scholarship application the faculty member will receive an “automated” message advising him/her you have completed your application and have placed his/her name as the person who will submit a letter of recommendation on your behalf. (You are only placing the faculty member’s email address on your application). The whole online scholarship application is automated and everything is completed online.

Last, if you would like to view a full listing of Foundation and Alumni Association Scholarships awarded this year you can see all this information on the Office of Scholarships website under “Scholarships For Enrolled Students”.

**Notice to Faculty Regarding Recommendation Letter for Students Applying for Foundation and Alumni Association Scholarships**

The 2013-14 Application for Foundation and Alumni Association Scholarships will go live online Monday, March 15th, 2013.

As you may know, one of the students’ requirements for completing this application is obtaining a recommendation letter from a WPU faculty member. Students have been informed to request permission to use any recommender PRIOR to placing his/her name on the application as noted in the instructions in the previous page.

Although there are no defined guidelines for the letter, it might be written as follows:

*Dear Scholarship Committee:*

*It is with great pleasure that I support the application of (place student’s name here) for a Foundation and Alumni Association Scholarship.*

*I have known him/her for \_\_\_\_ years. (Student’s name here) has always displayed a high degree of integrity, responsibility, and ambition. He/She is definitely a leader rather than a follower.*

*In addition to his/her excellent scholastic accomplishments, he/she has proven his/her abilities by (cite accomplishments). His/Her good judgment and mature outlook ensure a logical and practical approach to his/her endeavors that are befitting a scholar.*

*Sincerely,  
(Your Name)*

Please note that you will receive an email indicating that a recommendation letter is being requested from you on behalf of a named student. The email will also contain instructions on how to write that letter ONLINE.

Should you have any difficulties, please feel free to contact the Office of Scholarships at x3720 or by email to davidsonm@wpunj.edu