



	<p>List the Colleges and Universities that you are attending / have attended:</p> <table border="0"> <thead> <tr> <th>Name</th> <th>Location</th> <th>Major</th> <th>Dates</th> <th>Degree</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>4.</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Please attach transcripts from all undergraduate and graduate coursework to this application.</p>	Name	Location	Major	Dates	Degree	1.					2.					3.					4.				
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<b>Essay</b>	<p>Following the Essay Contents Guidelines which follow, please submit a short essay, no more than one page. Although the OLA Scholarship Committee will primarily focus on the ideas expressed in your essay, spelling, grammar and writing style will also be evaluated.</p>																									
<b>References</b>	<p>My two references are:</p> <table border="0"> <thead> <tr> <th>Name</th> <th>Title</th> <th>Location</th> <th>Phone No.</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Please have each of your references write a letter of recommendation and either include the letters with this application or have your references send the letters directly to the OLA Scholarship Committee Chair.</p>	Name	Title	Location	Phone No.	1.				2.																
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<p style="text-align: center;"><b>Return completed form, essay, transcripts and reference letters by February 19, 2010, to:</b></p> <p style="text-align: center;">OSU-Tulsa Library Lynn Wallace Chair, OLA Scholarship Committee 700 N. Greenwood Tulsa, OK 74106</p> <p style="text-align: center;">Phone: 918-594-8451      Email: <a href="mailto:lynn.wallace@okstate.edu">lynn.wallace@okstate.edu</a></p>																										

**Essay Contents Guidelines**  
for the  
Oklahoma Library Association's  
Scholarship Application for Graduate Study

**General**

- Informational
  - Tell your story, give us a sense of you, show us your passion
  - Explain anything the committee might question about other parts of the application packet – e.g. transcripts, work experience, missing blocks of time, etc.
- Informal
  - Conversational style
  - Personal – i.e., convey a sense of your personality
- Maintain quality
  - Punctuation
  - Grammar
  - Spelling
  - Sentence / paragraph / essay structure
  - Clarity
- Keep it informative and concise – put yourself in the shoes of the committee members reading many applications, probably late at night

**Specific Contents**

Career Plan

- State your career goal
- Describe your vision of the process for achieving that goal, including
  - Where you currently are in that process
  - Any specific, incremental objectives that have been / would be stepping blocks
  - An estimated time frame
- Describe how your background, education, experiences, etc. impact the accomplishment of your goal
  - Strengths
  - Areas for growth

“Sell” Your Candidacy

- Why you are the best candidate for the scholarship
- How your achievements will benefit the Oklahoma Library Association, Oklahoma librarianship, others
- Other factors the committee should consider