



## Suggestions for Completing your Educational Experience Scholarship Application Form

*PLEASE READ this, and subsequent forms thoroughly BEFORE you begin to write AND complete ONLY the appropriate forms.* These forms allow for a concise statement of WHAT you have accomplished during your 4-H experience.

### **DO NOT ATTACH this sheet to your finished Form!**

Application Forms include: what you've learned, done, accomplished, and how much you've "grown." Select and combine activities and experiences from THROUGHOUT your 4-H years, including projects that best communicate what you've done and what the results and benefits have been.

Interviews are essential in selecting delegates and the completed ME Form aids in the 4-H trip selection process; in addition, the ME format is a practice for "real life" forms (*i.e., aptitude tests, college scholarships, job applications, resumes, tax forms, etc.*).

**The Educational Experience process is a "life skill"---teaching you about interviewing for future jobs; therefore, dress accordingly!**

#### **General Guidelines:**

- Include information from THROUGHOUT your 4-H experience.
- Appearance, accuracy, thoughtfulness and grammatical correctness IS IMPORTANT.
- Make your form readable. Single spaced type or print neatly in blue/black ink.
- Clarify terminology - say EXACTLY what you mean/describe exactly what you've done. "Great" doesn't help readers know what you did or accomplished...how you have "grown."
- Use narrative form, phrases, charts or outline (*or a combination*); whichever communicates best. (WHAT you've accomplished is more important than the format used.)
- Be consistent in tense (*past, present, future*).
- Be selective in what you write AND avoid repetition.
- Limit listing of awards/ribbons; include ONLY most significant START with most recent year.
- Have someone who did not help you check your grammar and spelling.

## **Dodge County Membership Evaluation (ME) Guidelines:**

- The “Year \_\_\_\_\_ Educational Experiences” pages **MUST BE filled out by ALL APPLICANTS.**
- Awards have been divided into THREE (3) CATEGORIES locate YOUR preference.
- Fill out the COLOR forms that coincide with your selection.
- Special instructions for each SECTION title follow:

### **4-H PROJECT or ACTIVITY REPORTS**

Your most important projects or activities (other than leadership) are described in this section; consider writing about:

- Goals
  - What you've learned or skills you've developed
  - How size and scope of project or activity has grown...
    - \* Financial investment, savings, loss or gain
    - \* Number of techniques tried, things made, things grown, etc.
    - \* The intangible (*appreciation of others, satisfactions, etc.*)
    - \* Awards that indicate quality of work (*BE SELECTIVE*)
- Things you've done in project/activity (*demonstrations, tours, meetings, etc.*)

### **4-H LEADERSHIP**

Leadership means taking responsibility for planning, arranging, conducting and evaluating programs, projects and activities.

You will want to include:

- 4 H leadership, learning/doing goals you've set for yourself (*learning to plan meetings, ways to motivate people, teaching younger members, working with different ages*).
- Progress you are making toward your 4 H leadership goals.
- Future plans to continue meeting these or new leadership goals.
- 4 H leadership roles that you have assumed.
- Leadership roles that have been most beneficial to you or to others.
- Major 4 H leadership accomplishments beneficial to you or others.
- Club, county, district or state responsibilities.

**NOTE:** *Indicate specific leadership responsibilities you've assumed in particular projects/activities. BE SPECIFIC and try NOT TO REPEAT in other sections.*

### **OTHER 4-H ACTIVITIES SUMMARY** (not previously reported)

Start with your most recent year and summarize your other 4 H leadership, project or activity involvement; you have not written about yet. Indicate special responsibilities or importance if it is not evident. *Examples: health, safety, conservation, recreation, music, drama, speaking, etc.*

### **NON 4-H ACTIVITIES SUMMARY**

Start with your most recent year and summarize those things that you are involved in at school, church, community organizations, etc.

### **DISCUSSION QUESTION** (Is only for Category III)

This section allows you to share your thoughts on a question for which there is no right or wrong answer. You will be evaluated on your depth of thought and how clearly you can communicate.

**GOOD LUCK AND ENJOY THE EXPERIENCE!**



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