



# Scholarship Checklist

Please see the steps below to make sure your application is complete.

## \_\_\_\_\_ 1. **Application**

Please make sure that you have answered all questions, checked the appropriate boxes, have read all the information.

## \_\_\_\_\_ 2. **College transcripts**

All transcripts must be submitted through the online application portal. If you have attended more than one school, please upload a transcript from each institution. (If work at a previous school is included in your present transcript that will suffice IF all courses taken, the individual credit hours, and specific grades are given.) **Unofficial student copies of transcripts are acceptable if they are legible and if your name appears on them.** (Some online transcripts lack the student's name and are not acceptable.) Transcripts must include individual courses and grades earned in each as well as cumulative GPA.

## \_\_\_\_\_ 3. **Reference Letters**

Obtain **TWO** letters of recommendation. Upload copies of these letters with your application. At least one letter must be written by an electronic media professor and the other may be from either a professor or an industry professional. **Both must be submitted on the reference's letterhead with your mailed or online application.**

## \_\_\_\_\_ 4. **Library of American Broadcasting Scholarship**

If you are applying for the LAB scholarship you **MUST** upload a copy of your thesis or dissertation proposal abstract.