



# Application Instructions

**ALL DOCUMENTS ARE DUE JANUARY 20, 2023**

The GSL Application for an Educational Scholarship consists of three (3) forms that must be completed before submitting. Your application must be complete; **incomplete applications will be rejected.** *If you have problems entering information in digital forms, please call the office at 817-738-9092.*

## Form 1 – Application

### APPLICATION INFORMATION

This section is your personal information. If you are currently a college student and plan on returning to the same school, you must list your student identification number. This information helps to expedite the payment of awarded scholarships.

### FAMILY INFORMATION

Information about your immediate family and income is required.

### RECIPIENT EDUCATION DATA

Complete information on the recent schools you have attended, along with your current status and the college you will attend. It is important to enter your proposed major and the date you expect to graduate.

### LETTERS OF RECOMMENDATION INFORMATION

List only two contacts for your letters of recommendation on your application – do not list family members. Please give your contact the Letters of Recommendation packet, which can be downloaded and printed here. You must notify us immediately upon learning that a contact is not available to serve as a reference for you and provide an alternate. It is important for you to stay in communication with your contacts to make sure they mail the Letters of Recommendation to us on time. The deadline for these is January 20, 2023. Please remember they must be mailed directly from your contacts to us.

## SIGNATURE

Print name of applicant (and parent/guardian if necessary) then sign and date document (signature is required from parent /guardian if you are a minor).

## Form 2 – Release Form

The second form in the application allows us to use your information for marketing GSL and for communicating information to our board. We do not sell or provide information to marketers or data processing centers.

## Form 3 – Criteria for Educational Scholarships Consent Form

The third form in the application form is where you agree to adhere to the scholarship requirements.

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## Required Documents

### TO BE UPLOADED IN APPLICATION:

#### SUPPORTING INCOME VERIFICATION DOCUMENT

Include the SAR report generated from your completed FAFSA. We look at financial needs during the committee review of applications.

#### PROOF OF RESIDENCY

PDF or JPEG files must be uploaded to the application. Acceptable documents are utility bills or rent/lease documents. Phone bills are not acceptable.

#### ESSAY

Explain your need for the scholarship and how you feel college will help you reach your life goals. The essay must be one page and type-written using a word processor application, minimum of 500 characters in three paragraphs. Handwritten essays will be rejected. This essay must be included with your application packet to be considered.

#### PHOTOGRAPH

Send a 4" x 6" profile picture (head and shoulders.). Include your full name in the file name.

**TO BE SENT TO GSL OFFICE:**

**SCHOOL TRANSCRIPTS**

These must be sent to the GSL office as an official transcript from your school. If your school sends electronic transcripts, that will get your transcript to us faster. It is the applicant's responsibility to confirm GSL's receipt of the transcript.

**LETTERS OF RECOMMENDATION**

Forms are here and due, along with other documents by January 20, 2023. Only the person providing the letter of recommendation may submit the form to GSL. You are advised to communicate with your contact to ensure they have returned the forms.

**MAIL APPLICATION AND DOCUMENTS TO:**

Girls Service League, Inc.  
4528 W. Vickery Blvd., Suite 104  
Fort Worth, Texas 76107