Scholarship Essay Format Template

Here is a basic outline that you can follow to help write an award-winning essay.

1. Introductory Sentence
   a. State your full-name
   b. State the name of the scholarship you are applying for.

2. Educational Objectives & Goals
   a. State your major & why you selected it
   b. State future goals

3. Brief Background
   a. Tell about yourself
   b. Give specific examples of your character
   c. Highlight your interests including volunteer work & experience

4. Need
   a. State why you need this scholarship
   b. State how this scholarship will help you.

5. Conclusion
   a. Highlight an item or two from your essay.
   b. Thank the judges (optional)

Formatting Your Scholarship Essay

A scholarship essay is typically

- Font-sized 12;
- In Times New Roman;
- Double spaced;
- With one-inch margins on all sides of the paper; and
- Printed on A4-sized bond papers.

Follow all this, of course, unless the scholarship program you are applying to specifies a certain set of formatting guidelines.