

Ashland Business Association Scholarship Scoring Rubric (Total Points Possible - 60)

The following guidelines will be used by the review committee to evaluate the completeness and presentation of the application package, responses to application questions and quality of the recommendation letters.

Application Presentation: 5 points

Completed applications must be submitted via email by **midnight on Sunday, March 31, 2019**.

Letters of recommendations are due by **midnight on Sunday, April 7, 2019** and must be submitted either via email or regular mail.

Under extreme circumstances, applications and letters of recommendation received after the deadline may be considered at the discretion of the ABA.

5 Points	4 - 2 Points	1 Point	0 Points
<ul style="list-style-type: none"> ● Application is carefully completed and well presented. ● Application was received by the deadline. ● Application was typed, proofed and free of errors. 	<ul style="list-style-type: none"> ● Application is complete and well presented. ● Application was received by the deadline. ● Application was typed but there should have been greater attention to proofing and clarity. 	<ul style="list-style-type: none"> ● Application is complete. ● Instructions were followed. ● Application was typed, but it does not appear to have been proofed. 	<ul style="list-style-type: none"> ● Application is incomplete ● Not all instructions were followed. ● Application was typed but contained multiple spelling and grammatical errors.

Question 1: 24 points (multiply points earned by 3)

Community Action Plan: Create a plan of action you could implement using \$1,000 to improve one aspect of your community, Include the program name, description, team players and budget.

8 Points	7 - 2 Points	1 Point	0 Points
<ul style="list-style-type: none"> ● Action plan is well written and adequately describes the full impact on the community. ● Followed instructions and addressed all aspects of the project in a logical, thoughtful manner. ● Presented very creative idea and clearly noted impact on community. 	<ul style="list-style-type: none"> ● Action plan is well written but needed more focus. ● Followed instructions but information was incomplete. ● Plan has limited impact on the community. 	<ul style="list-style-type: none"> ● Action plan lacked depth and clarity. ● Followed instructions but information was poorly organized. ● Failed to describe impact on community. 	<ul style="list-style-type: none"> ● Action plan was poorly written and it was unclear how it would impact the community. ● Applicant did not follow instructions.

Question 2: (10 points)

Personal Community Involvement : Select up to 3 school and/or community activities that you have participated in since beginning high school and that you feel have been significant to your education and experience. Activities may include class offices, functions, athletics, clubs or other activities of your choosing. Briefly describe each activity, including your involvement and time commitment.

5 Points	4 - 2 Points	1 Point	0 Points
<ul style="list-style-type: none"> ● Provides excellent record of service activities, roles and responsibilities, years of involvement and time commitment. ● Information is detailed and impressive. ● Demonstrated depth of service, not just breadth, in at least one area. 	<ul style="list-style-type: none"> ● Provides satisfactory record of service activities, roles and responsibilities, years of involvement and time commitment. ● Information may be vague. ● Demonstrated breadth of service but not depth in any particular area. 	<ul style="list-style-type: none"> ● Listed but failed to describe record of service activities, roles and responsibilities, years of involvement and time commitment. ● Insufficient information was presented. 	<ul style="list-style-type: none"> ● Did not submit activities in accordance with the guidelines. ● Did not describe each activity, including your involvement and time commitment.

Question 3: (5 points)

Employment Experience Briefly describe up to 3 jobs you have held since starting high school. Include employer, dates, job responsibilities, and any significant or learning experience related to the job.

5 Points	4 - 2 Points	1 Point	0 Points
<ul style="list-style-type: none"> Presented full description of 3 jobs held including job responsibilities. Clearly outlined significance and/or learning experience gained from the jobs. 	<ul style="list-style-type: none"> Full description of 3 jobs held including job responsibilities. Vaguely outlined significance and/or learning experience gained from the jobs 	<ul style="list-style-type: none"> Listed jobs but did not describe job responsibilities. Did not clearly outline significance and/or learning experience gained from the jobs. 	<ul style="list-style-type: none"> Did not list required number of jobs and/or failed to describe job responsibilities. Did not discuss the significance and/or learning experience gained from the job.

Question 4 (6 points)

Accolades Briefly describe up to 3 prizes, honors, or other awards that you have won, earned or achieved since starting high school and why each was meaningful to you.

6 Points	5- 2 Points	1 Point	0 Points
<ul style="list-style-type: none"> Clearly described the meaningfulness of the award, prize or recognition received. 	<ul style="list-style-type: none"> Vague description of the meaningfulness of the award, prize or recognition received was too vague 	<ul style="list-style-type: none"> Listed but did not describe the meaningfulness of the award, prize or recognition received. 	<ul style="list-style-type: none"> Did not describe the awards and/or its meaningfulness to the recipient.

Letters of Recommendation: (5 points)

Include 2 letters of recommendation. At least one must be from an employer, volunteer supervisor, or other similar non-teacher. Letters should include: length of time and capacity in which the supporter has known the applicant, applicant’s strength of character, demonstrated commitment to volunteer service and/or employment and why supporter believes the applicant deserves this scholarship.

5 Points	4 - 2 Points	1 Point	0 Points
<ul style="list-style-type: none">● Provided enthusiastic support of the student and clearly indicates specific examples of their service and impact on the community● Enthusiastically and explicitly states the reasons why the student deserves the scholarship	<ul style="list-style-type: none">● Provided enthusiastic support of the student and clearly indicates specific examples of their service and impact on the community● Stated that the student deserved the scholarship but failed to state why	<ul style="list-style-type: none">● Provided little knowledge about the student, their service or impact on the community.● Failed to discuss the student’s strength and did not indicate why student deserves this scholarship	<ul style="list-style-type: none">● Did not cover the length of time and capacity in which the supporter has known the applicant.● Did not address why supporter believes the applicant deserves this scholarship.

Applicant's Interview: (5 points)

What is your proudest achievement? What is the most important thing you learned during your high school years? If you could have a do-over (a mulligan) what would it be? Is there anything else you would like to share?

5 Points	4 - 2 Points	1 Point	0 Points
<ul style="list-style-type: none">• Applicant gave a detailed, passionate explanation of his/her proudest achievement and, most important lessons learned during high school.• Applicant was very clear about what he/she would do over in life if given a chance.	<ul style="list-style-type: none">• Applicant described the proudest achievement and most important lessons learned during high school but could have been more specific and/or detailed.• Applicant stated what he/she would do over in life if given a chance.	<ul style="list-style-type: none">• Applicant struggled to describe his/her proudest achievement and most important lessons learned during high school .• Applicant was vague about what he/she would do over in life if given a chance.	<ul style="list-style-type: none">• Applicant did not answer the specific questions about his/her proudest achievement and lessons learned during high school.• Applicant did not know what he/she would do over in life if given a chance.