



NATIVE FORWARD SCHOLARSHIP APPLICATION REFERENCE GUIDE

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References play a significant role in a student’s scholarship application. The following guide is intended to aid in the reference process by outlining the questions the application may pose and offering writing tips.

Students will be asked to provide 2 references.

Student’s View

Please provide contact information (name, email, phone, job title and organization) for someone who can discuss and provide specific examples of your academic strengths and abilities, internship or research experience, commitment to community (Tribal or other), leadership abilities, accomplishments, work ethic, and/or character. This could be an academic advisor, faculty advisor or chair, school counselor, teacher or professor, supervisor, community organizer or advocate, Tribal representative, or other mentor.

By submitting your contact request, you understand that your reference must complete and submit their online questionnaire by the application deadline. Not doing so will jeopardize your application and your application will be ineligible for review.

Best practices for securing a reference:

- It is recommended you choose two different types of references. For example, one academic reference and one community reference.
- Select someone who knows you well and can speak to your strengths and abilities.
- Approach your reference early.
- Schedule a one-on-one meeting with your reference to discuss your qualifications.
- Provide your reference with a copy of your academic transcript and resume.
- Follow up with your reference to ensure the form is submitted prior to the deadline.
- Ensure your reference received the email request from the application system. Reference requests may be routed to their spam/junk email folder.
- Ask your reference to provide you with a copy of their submission. Native Forward staff are unable to provide this information to applicants.
- Do not use a family member as a reference.

References will receive a direct email link to complete an online form. Information must be entered directly into the form (no attachments).

Reference’s View

This submission WILL be used in the evaluation of the student's application. If you are unable to adequately complete this form by the deadline, we encourage you to inform the student so they can identify an alternative reference.

1. What is your relationship to the applicant? *

- | | |
|-----------------------|------------------------------|
| Academic Advisor | Employer/Supervisor |
| Faculty Advisor/Chair | Community Organizer/Advocate |
| School Counselor | Tribal Representative |
| Teacher/Professor | Mentor |
| Other _____ | |

2. Based on your relationship with the applicant, discuss any of the following:

- Academic strengths and abilities
- Internship or research experience
- Commitment to community (Tribal or other)
- Leadership abilities
- Accomplishments
- Work ethic/character

Include specific examples in your response that demonstrate the applicant's qualifications for this scholarship. *

3. Use this space to highlight additional information that would enhance the student's application.

Reference Tip: Ensure that this information serves as a complement to the content already covered in the student's essay responses and additional references. Talk with the student to minimize redundancy.

Reference Tip: Please refrain from leaving the last prompt blank. Instead, use this space to address challenges the student may be facing, financial needs, family responsibilities, or any other relevant information.