



NORTHEASTERN  
STATE UNIVERSITY

## Honors Program Scholarships Application Instructions

Please read these instructions in their entirety BEFORE beginning your application.

Your future self will thank you!

1. A Gmail email address is recommended to complete this form. If you do not have a Gmail account, your NSU student email address is a Gmail account. If you have already been admitted to NSU, you can set up your student email account now. To begin, go to [welcome.nsuok.edu](http://welcome.nsuok.edu). After completing the process of setting up your account (be sure to write down your user ID during the process), your email account will be active, and you can [check your email here](#). If you have not been admitted to NSU yet, and do not have a pre-existing Gmail account, please [create a Gmail email account here](#).
2. You must complete the Honors Scholarship Application in one session. You will not have the ability to save the form and come back to it later. By reading these directions, you will know all the information you will need to complete in the application. You may also [view the application](#) at any time to familiarize yourself with the information needed. You may submit only one application; please be sure your application is correct and complete before submitting. **You are advised to create a rough draft** of all of your answers and copy and paste into the application form to ensure you do not lose your information, or have to redo it should a loss of information occur.
3. You **must** be admitted to NSU by February 1, 2025, in order for your Honors Scholarship Application to be reviewed. If you have not yet applied, please [complete an application for admission here](#).
4. You will submit **two short answer essay-type questions**. Please limit your response to 300 words for each answer.
  - a. Please select one service related activity in which you are involved. Clearly and concisely convey/describe your involvement in the activity and why you are proud of your accomplishment as part of this activity.
  - b. What is your experience with Academic Research while in high school? Please elaborate. If you have not been involved in or completed any research while in high school, what are your future goals with research?
5. The committee also wants to know about your awards, honors, and recognitions! You may list **up to three** of these items. Examples of the types of things the committee would be interested in are:  
**1<sup>st</sup> place, Regional Science Fair, *The Effect of Pollution on Salt Water Fish*, Junior Year**  
**Top AP Calculus Student, Senior Year**
6. Three recommendations are required to complete your application. On a form **separate from your application**, you will need to **provide the names and email addresses**. **This form is separate so the recommendation forms can be emailed before you submit your application for scholarships. Do not forget this step! Your application is incomplete without completed recommendations.** One **must** be a current teacher at your high school. The remaining two can be completed by past or present teachers or mentors currently in contact with you and familiar with your academic performance and accomplishments. They will be emailed a form to complete on your behalf. [Complete the recommendation request form here](#). This form is **due January 27<sup>th</sup>** to ensure we can reach your recommenders in time.
7. After submitting your application, you will receive an emailed copy of your application. Please be sure you receive the email and carefully review your answers to be sure your application is complete and accurate. If you notice any errors (incomplete answers, bad email address for a recommender, if you do not receive an email at all) please **immediately email the Scholarship Office at [scholarships@nsuok.edu](mailto:scholarships@nsuok.edu)** so we can update your information or check to see if we have the application on file.
8. **It is your responsibility** to make sure your three recommendations have been completed on your behalf. Please follow up with your recommenders to make sure they received their emailed form and that they complete the form by **January 30<sup>th</sup>**. If you need to replace one of the individuals with someone else, please email that information to the Scholarship Office as soon as possible.

**Deadline: February 1, 2025 – Late applications will not be considered.**

If you have questions, concerns, or technical difficulties while completing the application, please contact the Scholarship Office at: [scholarships@nsuok.edu](mailto:scholarships@nsuok.edu) or 918-444-3471.