



NORTHEASTERN
STATE UNIVERSITY

President's Leadership Class Application Instructions

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

Your future self will thank you!

Important Deadlines:

January 27th Recommender Request Form so we have time to email your recommenders

February 1st Scholarship Application & Recommendation Submissions

1. **A Gmail email address is required 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. After completing the process of setting up your account, 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 can fill out this application prior to admissions but you **must** be admitted to NSU by February 2, 2026, in order for your PLC Scholarship Application to be reviewed once the deadline passes. If you have not yet applied, please [complete an application for admission here](#).
3. **You must complete this PLC Scholarship Application in one session. Unfortunately, you will not have the ability to save the form and come back to it later. Please use [this template](#) as a guide to fill in your information to each question.** Once it is completed, you can then fill out the google application and copy and paste your responses. You may submit only one application; please be sure your application is correct and complete before submitting. After submitting your application and recommender information form, you will receive an emailed copy of your application and answers in your Gmail account. 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, or you do not receive the email at all) please **immediately email the Scholarship Office at scholarships@nsuok.edu** so we can update your information or check to see if we have the application on file.
4. An on-campus interview is required for students selected as finalists in the selection process. **The interviews will be held on the Tahlequah campus on February 16 & 17, 2026.** Please mark these dates on your calendar now!
5. The selection committee would like to know about your leadership and involvement in organizations while in high school (at your school and/or in your community). Please give brief, yet specific information about your involvement in **up to five** organizations/events/volunteer services/etc.

Example 1

Name of Activity/Organization: Muskogee High School Air Force Junior ROTC

Years Involved: Freshman, Junior, Senior

Leadership Position Held: Color Guard Commander, Personnel NCO, Drill Team Commander, Public

Affairs Officer, Operations Squadron Commander, Squadron Executive Officer, Group Chief

Accomplishments (75-word max): I worked with other cadet leadership and school administration over my years in high school in order to establish our unit as an Exceeds Standards Unit. This means that we are one of the Top 5% of the AFJROTC units in the entire world.

Example 2

Name of Activity/Organization: Strother High School Fellowship of Christian Athletes (FCA)

Years Involved: Sophomore, Junior, Senior

Leadership Position Held: Sophomore Year: VP of Community Service. Junior Year: President. Senior: VP of Membership

Accomplishments (75-word max): After contacting our state FCA rep. and my principal, I was able to create our school's first ever FCA. I created a leadership team, found willing teachers to sponsor, and now lead in organizing each meeting.

6. The committee also wants to know about your awards, honors, and recognitions! You may list **up to three** of these items. Please list items that would make you stand out from other accomplished applicants. Examples of the types of things the committee would be interested in are:
- Name of award and description:** FCCLA District Gold Medalist in the event of Job Interview
Year(s) award was received: Junior, Senior
Name of award and description: President's Honor Roll
Year(s) award was received: Freshman, Sophomore, Junior, Senior
7. Three recommendation forms are required to complete your application. **On a form, that is separate from your scholarship 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 PLC Scholarship Application. **Do not forget this step! Points will be deducted from your application score without completed recommendations.** One recommender *must* be your high school counselor. The remaining two can be completed by individuals who are familiar with your leadership accomplishments. Within a few business days, we will email them a form to complete on your behalf. Please [complete the recommendation request form here](#). This form is **due January 27th** to ensure we can reach your recommenders and complete your file by the February 2nd deadline. These responses will be private and only given to the application review committee.
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 **February 2nd**. If you need to replace one of the individuals with someone else, please email that information to scholarships@nsuok.edu as soon as possible and we will make the adjustment for you.

Final Deadline for a Complete Scholarship Application: February 2, 2026

Late applications not be considered.

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