Instructions for Walter S. Barr Scholarship Applicants ENTERING COLLEGE

1. Visit www.HoraceSmithFund.org to complete and submit the scholarship application online or to download blank forms.

2. Completed applications, letters of reference, and parents’ financial information must be received in The Horace Smith Fund office no later than March 15th.

3. The applicant is responsible for having an official high school transcript mailed to the address above.

4. If you have taken the SAT and/or ACT, send these scores to the above address. (The College Board measures general verbal and quantitative reasoning with the ACT and measures achievement related to high school curricula with the SAT.)
   a. When registering for the examination or when completing a College Board transcript request form, please ask the College Board to send the scores to us. This is done by indicating 0017 as the code number and “The Horace Smith Fund, 16 Union Avenue, Ste. 2K, Westfield, MA 01085” as one of the institutions to which a score report should be sent.
   b. To enhance your application, you may also send a copy of your most recent ACT assessment student report.

5. Three persons, not relatives, should complete reference forms for you. At least two references should be from high school guidance counselors or teachers, who are familiar with your ability and potential. Seek appropriate references from those who are willing to write about your accomplishments. Reference forms should be completed online or mailed to The Horace Smith Fund at the address above.

6. As of 2018, we will no longer accept FAFSA applications as proof of financial need. All applicants must complete the CSS Profile report found at https://cssprofile.org. When applying, please indicate you would like your financial information made available to our organization code of 0017.

7. The “Personal Statement/Essay,” which is part of your application, is important. The essay will help to distinguish you from other outstanding applicants. Your essay should present who you are and who you hope to become, as you pursue your education and career goals.

8. Awards will be made based on all available information, including school records, recommendations, and examination scores. Consideration will be given to both the merit and financial need of the applicant.