

# HOW MENTORS CAN SUPPORT SENIORS WITH SCHOLARSHIP APPLICATIONS & BEYOND!

## 1. Dedicate a team session to seniors!

- Mentors are encouraged to be personal with students during each session, sharing information such as their college, major, hometown, and other general choices made to get to where they are today.
- To give seniors extra support while they apply to college and scholarships, we recommend dedicating one session to seniors only. Mentors can use this session to get to know seniors personally in order to best guide them in their next step in the design and construction industry.

## 2. Schedule “office hours”!

- Give students advance notice that a specific session will have an extra hour or so added at the end for seniors to have more personal conversations with mentors.
- Create a sign-up sheet online for senior students to sign up for 15-20 minute slots during this hour.
- Mentors who have a background check on file can pair up to speak with a senior (there must be 2 adults in the room, virtual or physical, when meeting with a student).
- Use these 2-on-1s to learn more about the seniors and how their scholarship and college application process is going. This can help mentors understand what kind of support each student will most benefit from.

## 3. Offer to write letters of recommendation!

- Seniors will need a letter of recommendation from an ACE GNY mentor to apply for an ACE GNY Scholarship. You are also welcome to write letters of recommendation for other scholarships, college admissions, or other opportunities that may require students to have one.
- A letter from an ACE GNY Mentor will hold a lot of weight for a student applying to college or a scholarship related to the design and construction industry.
- If you are unable to meet with the seniors directly before writing the recommendation, ask students to send you their resume or Brag Sheet, which outlines their activities outside of ACE and school.
- A letter of recommendation can include, but is not limited to, the following points:
  - How did you meet the student?
  - How long have you known this student for?
  - What evolution have you seen in the student from when you first met them to now?
  - What is their work ethic like?
  - What are they most intrigued by in the industry?
  - What potential do you see in this student as a future member of the A-E-C workforce?
  - What other reasons can you provide that show the student is a great candidate for the scholarship/application (include personal and technical examples)?