

**NRC Scholarship Committee  
Applicant Rubric**

**This rubric is a guide intended to help the applicant present and submit a complete and successful application.**

**General Suggestions:**

- 1. Read the provided Evaluation Guidelines carefully and use this as a checklist of the required documents needed.
- 2. Clearly fill out the application form. Print or type is best as some script handwriting is difficult to read when copied.
- 3. Take the necessary time to proof read and specifically articulate all the information you provide.  
Make sure to check for grammar, spelling and punctuation.
- 4. Before sending in the completed application, make sure ALL required information is included.

***Any application deemed incomplete will NOT be graded or considered eligible for an award.***

**Grades:**

- 1. Ensure the correct transcript of your grades is included and is in a 4.0 Scale

**Additional Activities/Work:**

- 1. Clearly define the activities, sports, clubs, jobs, etc., you participated in this year.
- 2. Describe, in your personal narrative, the impact, if any, these activities have on your time.
- 3. Describe how you manage your time.

**Personal Narrative:**

- 1. This is the opportunity to let the judges get to know YOU.
- 2. Describe yourself, family, life, aspirations, hopes, dreams, etc., and let us know why you deserve this scholarship.

**Essay:**

- 1. Take the time and effort to read and understand the question.
- 2. Do some actual research on the topic and include examples or facts if necessary.  
Make sure your answer reflects the NRC Membership, the railroad contracting industry