



PIKES PEAK  
COMMUNITY  
COLLEGE

## SCHOLARSHIP APPLICATION RESOURCES

# TIPS FOR REQUESTING RECOMMENDATIONS

- Choose people who can speak in a positive way about your character, abilities, potential and qualification for scholarship.
- Examples: your high school teacher, PPCC instructor or professor, a PPCC staff member who knows you professionally, your supervisor or work colleague, someone you do community service with, etc.
- Do not request recommendations from family members or friends.
- Make sure that the person you choose is easy to contact and has the time to respond to the recommendation request.
- Your recommender does not need to write a separate letter or email. Once you enter their names and email in your application, your recommender will receive a password protected link to answer questions online. It takes about 10-15 minutes to complete a recommendation.
- If you are applying for a scholarship that requires an additional recommendation, check with your recommender to make sure they are okay providing multiple recommendations.
- It is your responsibility to follow up with your recommender to make sure they submit their feedback before the application close date.
- Do not wait for your recommenders to submit their feedback before you submit your application.



*For more information and assistance: [ppcc.edu/scholarships](http://ppcc.edu/scholarships)  
or email [scholarships@ppcc.edu](mailto:scholarships@ppcc.edu) or call 719.502.2016*