



NC Governor's School

Student Application Checklist and Review Guide

This guide will provide suggestions to help you complete, review, and edit your application before submitting it to your local Governor's School contact.

Before you begin:

- Record the date your application materials are due. If you are not sure, ask your local Governor's School contact for this information.
 - Due Date: _____
- Read all directions carefully. The application includes a list of instructions on page 1 and a list of eligibility requirements on page 7.

Student Information:

- Complete this section and double-check that all information is accurate.
- Make sure your nomination discipline is correct. If you are applying for a specific vocal part or musical instrument, verify you have selected the correct one.
- Review and verify that your parent/guardian's phone number is correct.
- Verify spelling on all email addresses to ensure clear communication.

Essay(s):

Before writing:

- Read the prompt carefully.
- Select a topic that interests you and addresses the prompt.

Review/revise your writing:

- Does your essay address all aspects of the prompt?
- Does your essay remain focused on your topic?
- Does your essay include specific examples? Do all examples support your claim? Is each example explained?
- Does your essay demonstrate your interest in this topic? Does it sound like *you*?
- Edit your essay to make sure your writing is clear, polished, and free of errors.
 - *Tip:* Reading your essay aloud to yourself can help you catch places where your essay may be missing a word, where your writing or word choice is unclear, or where smoother transitions or additional explanation is needed.

If your discipline-specific task requires an essay:

- Select a topic that differs from your General Essay topic.

Personal Readiness:

- List of activities from the last three years:
 - Does your list include both the activity and your role in it? (For example, if you held a leadership position, did you include this with the activity?)
 - Does your list only include activities and honors from the last three years?
 - *Additional information to consider:* Including the years of involvement for each activity can show your commitment to the activity.
- Select one of your activities or honors and explain why it was meaningful for you:
 - Does your writing explain what the activity or event was?
 - Does your writing describe your involvement?

- Does your writing explain why being involved in this activity was meaningful to you? This could include ways it helped you learn something new or grow personally, or the impact of the event on the community.
- **Personal Reflection:**
 - Read the prompt carefully.
 - Before you begin, brainstorm challenges you could face residing on-campus for four weeks.
 - Does your writing explain a challenge you faced and how you overcame it?
 - Does your writing express how overcoming this challenge demonstrates you have skills, experience, wisdom, or perseverance that would help you with challenges you might face at Governor's School?

Signatures and Attestations:

- Read all information carefully before signing, and ask a parent or guardian to do the same.

Audition or Speaking Component (if applicable):

Before completing your audition or speaking component:

- Read all instructions carefully.
- Check your phone/camera to ensure the lighting allows you to be visible. Eliminate background noise to ensure sound quality.

After completing your audition or speaking component:

- If your video includes multiple parts, compile them into one video file.
- If using YouTube, upload your video as *unlisted*. This will allow your video to only be seen by those who have the link, and your video will not be visible in search results.
- If using GoogleDrive, ensure your video's access will allow "anyone with the link to view."
- Do NOT use DropBox, SharePoint, OneDrive, or iCloud, as these are not easily accessible.
- Submit a link to your local Governor's School contact using the instructions they have provided. Auditions are due at the same time as your application.

Recommendations:

- Does one of the teachers you asked to complete the recommendation form teach classes in the subject area for which you have applied?
- Have you asked a second adult who knows you well to complete a recommendation form on your behalf?
 - When choosing recommenders, consider asking adults who can speak to both your academic and/or artistic achievements as well as your character.
- Have you sent both of your recommenders the link to the NC Governor's School website (www.ncgovschool.org) so they can access the recommendation form? Have you shared your local Governor's School contact person's email address with your recommenders so they know where to send the completed form?
- Have you given your recommenders at least two weeks to complete the recommendation form before the deadline?
- **Reminders:**
 - At least one of your recommenders must be a teacher at your school. You do not have to currently be enrolled in this teacher's class for them to write a recommendation for you.
 - Completed recommendation forms are not to be viewed by students or parents/guardians.

Additional suggestions and ideas to consider:

- You are encouraged to express yourself and be creative in your writing.
- Write about topics that interest you.
- Throughout the application process, remember to thank your recommenders, school counselor, and other school or district personnel who are helping you!