

Summit To Success, Inc.

With opportunity comes obligation. Together, we climb. One child, one community, one nation at a time.

Scholarship Nomination Instructions

Document Type: Nomination Instructions

Applies To: Partner Schools and School Administrators

Used For: Submitting scholarship nominees to Summit To Success for evaluation

Updated: January 15, 2026

Version: 2.0

Purpose

These instructions explain how schools can nominate students for Summit To Success scholarships.

Summit To Success is committed to a process that is:

- fair
 - consistent
 - respectful to students
 - based on evaluation and documentation
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Important Notes (Read First)

- A nomination does not guarantee a scholarship.
- Summit will evaluate all nominees before making decisions.
- Summit does not make scholarship decisions during school visits.

- Students may be asked to write a letter and participate in an interview during the evaluation process.
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Who Schools Should Nominate

Schools should nominate students who:

- face real financial barriers to continuing school
- show responsibility and persistence
- show upward improvement (even if they are not top scorers)
- would benefit significantly from educational support

Summit welcomes students who are:

- improving over time
 - hardworking despite challenges
 - at risk of dropping out due to financial pressure
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What Summit Will Evaluate

Summit evaluates students using four areas:

- Academic Readiness
- Financial Need and Barriers
- Responsibility and Persistence
- Trajectory and Potential

Summit does not evaluate students based on:

- confidence
- speaking skill

- English vocabulary
 - writing quality
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Required Documents from the School

Schools must provide the following for each nominee:

1) Marksheets / School Records

- most recent marksheets available
- if possible, include the previous year as well

2) Basic Student Information

- student full name
- grade level
- parent/guardian name (if appropriate)
- contact information (if available)

3) School Input (Short)

A short note from the school confirming:

- student attendance and effort
- any financial concerns if known
- any major barriers the school is aware of

This should be short and factual.

What Happens Next (Summit Process)

After Summit receives nominees:

On-Site Letter (Student)

Summit may ask each student to write a personal letter on-site.

Important rule:

- teachers should not rewrite or edit the student's letter
- spelling and grammar are not graded

On-Site Interview (Student)

Summit may interview the student on-site.

Important rule:

- interviews are respectful and neutral
- follow-up questions may be asked for verification
- interviews may be recorded whenever possible

Student Preparation Guidance (For Schools)

Schools may tell students:

- "Summit will ask some questions to understand your situation."
- "Speak honestly. There are no perfect answers."
- "Nomination does not guarantee a scholarship."

Schools should not tell students:

- "You will receive the scholarship."
- "You must impress the interviewers."

Communication and Confidentiality

Summit will handle evaluation responsibly.

Final scholarship decisions will be communicated after review is complete.

Questions

If your school has questions, Summit To Success leadership will provide clarification.

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