

MUSIC EXECUTIVE CHECKLIST
Clara Freshour Nelson Scholarship Application Process

Reminder: Monitor incoming freshman class for suitable TAMS Clara Freshour Nelson Scholarship nominees and engage faculty as necessary in the institution's internal selection process.

April 1

From Student:

___ Completed scholarship Application Form saved as pdf file (available online at www.txams.org).

___ Essay written by student addressing educational and professional goals saved as pdf file.

From Music Executive:

___ Transcript of all completed collegiate work (unofficial accepted) as pdf file.

___ Letter written by executive verifying application authenticity and degree of financial need saved as pdf file.

From Faculty:

___ One additional letter of recommendation from a current collegiate faculty saved as pdf file.

___ Performance audio recording (2-10 minutes) – mp3 audio file.

April 15

___ Send application materials using the Dropbox link provided by the TAMS Executive Director. Completed Application Form, student essay, unofficial transcript, Music Executive letter of verification, one letter of faculty recommendation, performance audio recording (6 files total).

All materials must be readable by standard cross-platform applications and clearly marked with the name of the university/college and the name of the student nominee. All materials will be submitted through the Dropbox link provided by the TAMS Executive Director.

Questions may be directed to TAMS Executive Director, Dr. James Lee
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