



**Messalonskee Lodge #113**  
**College Assistance Program**  
**Oakland, Maine**

**Essay Rubric**

The essay topics allowed are (choose one):

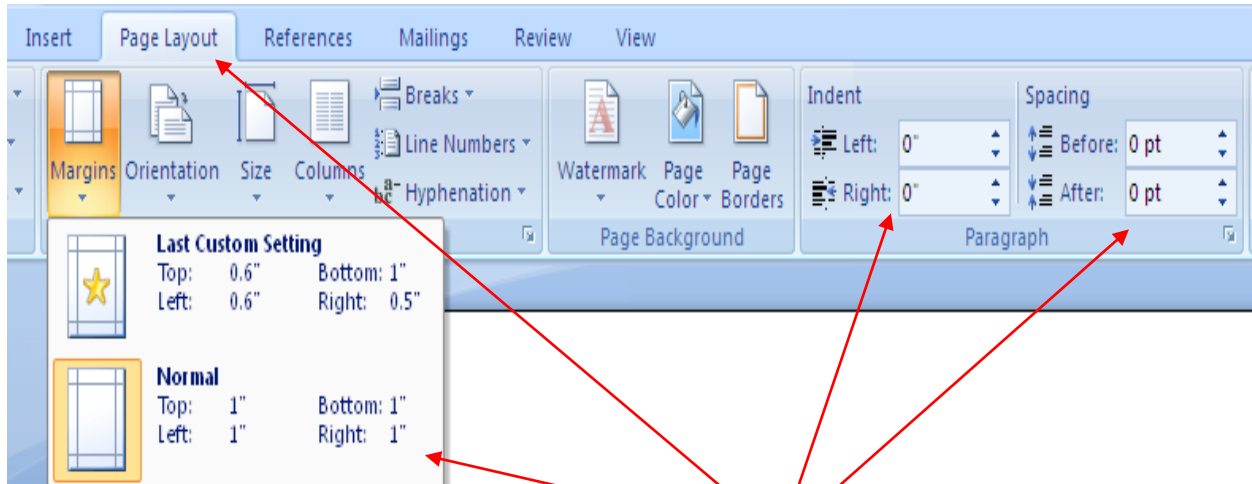
- 1) What Masonry means to you and how Masonic influences have directed you through your life.
- 2) What community service or charity you are involved with has influenced you as person and/or community member.

The essay should be between **2 and 3 pages** (between 500-1000 words) with Times New Roman- 12 font, double-spaced, margins of 1" (top, bottom, left, and right), Indented and Spacing set at zero (Indent left and right set to zero, Spacing before and after set to zero).

The essay must be included with the completed College Assistance materials post marked no later than the first of **May, of the given year.**

**See Below for MS Word guidance.**

A guide for setting the parameters using MS office:



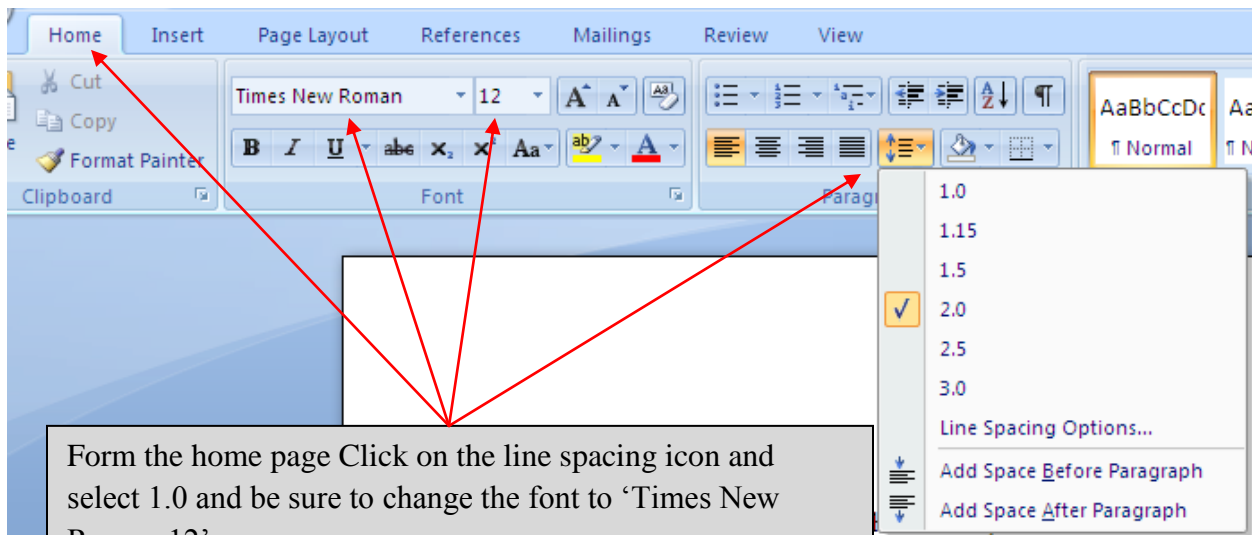
Using MS Office, start by clicking on the Page layout tab.

By clicking on the “Margin tab it opens options for margins, choose Normal.

Then be sure to make “Indent” for left and right are set to zero.

Also be sure to make “Spacing” for before and after zero as well.

For line spacing in MS office:



Form the home page Click on the line spacing icon and select 1.0 and be sure to change the font to ‘Times New Roman 12’

**A guide for Apple 'Pages':**

By default margins and settings are set to our requirements. Be sure to change font to Times New Roman-12 font and set spacing to double spaced.