



Scholarship Application Instructions 2019

The Shiawassee Community Foundation's scholarship application cycle opens October 1, 2018 and ends February 1, 2019. Scholarships are awarded annually and can be applied for online. If you are a high school or homeschooled senior, current college student, fifth year early college senior, or non-traditional student, the Shiawassee Community Foundation may have a scholarship for you!

To Begin:

- Go to www.shiacf.org
- Click on "Scholarships" at the top of the page, then the "Online Scholarship Application" tab.
- Click "Register," create a login and password, and write it down here:
Login: _____ (Must be a valid e-mail address)
Password: _____
- Complete all sections of the application: General Information, Academic Information, Financial Information, Qualification Questions, Supporting Information and any Follow-Up Questions that may appear.

Supporting Information:

Within this section you will be asked to provide:

- **Two letters of recommendation** – dated within the last year.
 - If you have the letter in hand you can simply scan/screenshot the letter and upload it.
 - If you need to request a letter you can do this within the application by typing the person's e-mail address and clicking "send request."
- **High School/College Transcript** – All applicants are required to submit a high school transcript. If you have college experience you will also need to submit your most recent college transcript. Transcripts must come directly from the school or institution.
 - To request a transcript, research who the person handling this is at your school. Add the person's e-mail address to the appropriate section of the application and click "send request."
- All documents must be received by February 1, 2019 to be considered for scholarships.

Application Tips:

- This one application allows you to be considered for multiple scholarships. Apply!
 - You do not have to complete the application all at once. Your responses automatically save, so you can pick up where you left off any time before the deadline.
 - Capitalization, punctuation, and grammar matter.
 - Check your e-mail. We will contact you via e-mail if any changes to your application are needed.
 - Questions? Contact Lisa Clark at 989-725-1093 or lisa@shiacf.org
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