Virginia Western Educational Foundation Scholarships How to Apply: Just a few minutes can make college possible.



You can do this.

1. Get prepped.

Before you begin the online application, have these ready:

- Virginia Western User Name and Password
- Most recent academic transcript from college or high school (fine if it's "unofficial").
- 2019 Federal Tax Return showing Adjusted Gross Income (AGI) and signature or 2020 -2021 FAFSA Student Aid Report (SAR)
- Names and email addresses of 3 persons* (not family or friends) to serve as references for you. If you are a current Virginia Western student, at least one reference must be a Virginia Western instructor.

*(Ask the person(s) <u>BEFORE</u> using their name as a reference.)

3. Ready? Click apply.



2. virginiawestern.edu/foundation/scholarship

Overview—The online application has 3 parts:

- Part 1: General Application (profile information) Answer the questions, click Save or Finish and Submit. The system will automatically take you to:
- Part 2: General Scholarship Conditional Application Complete this page, then click Finish and Submit.* You are automatically directed to Part 3 to apply for specific opportunities.
- Part 3: Specific Recommended Apply-To Scholarship Opportunities

Click Apply for any of the specific recommended opportunities presented to you. You are required to answer questions for the specific scholarship. Click Finish and Submit when done.

*There are some scholarships that the system will automatically match to an applicant when Parts 1 & 2 are completed.

Log in.	
	Applicants and Administrators References and Reviewers
	Welcome! The new Fralin Futures STEM-H Scholarship Application is open now – May 1, 2019.
	The 2019 Fall General Scholarship Application opens March 18 – May 1, 2019.

Log in with your MyVWCC Username & password

Username example: (aei2468) Not: aei2468@email.vccs.edu

Applicant / Administrator MyVWCC Username	
Password	
Trouble signing in?	Sic

Need help with Username/Password? Go to http://www.virginiawestern.edu/studenthelp/index.php

6. Part 2—Move on to Gen Scholarship application.

My Applications Opport	unities • References
Application Progress	General Scholarships
General Application	* Please upload your most recent academic transcript. If you have completed a GED, or received a high school diploma through an alternative program, please upload proof of completion.
General () Scholarships	Vern of Add a New File Normany credits will you encounted a 2018 fail semester?
Other Recommended Opportunities	Piesse enter a whole number—no decimals or other symbols.
	* 1. Number of family members in household (including yourself)
	Please enter a whole number—no decimals or other symbols.
	Please enter a whole number—no desimals or other symbols.
	3. Are you a self-supporting student or a dependent student? Self-supporting

Click **Add a New File** to upload your transcript. (can be unofficial). If you do not have a transcript, type an explanation in a Word document, save it, and add that here instead.

5. Part 1—Complete your profile.





7. Add FAFSA SAR or Tax Return.



Click **Add a New File** to upload your 2020-21 **FAFSA Student Aid Report** or your 2019 **signed federal tax return**.

If you do not have one of these documents, type an explanation in a Word document, save it, and add that here instead.

9. Add your 3 references.



Ask 3 persons (not family or friends) to be your references. Click Add a New Reference for each.

11. Sign and submit Gen. Scholarship Applic.



Type your name and current date in the Electronic Signature line and Date line. This is the same as signing by hand. When you feel the application is complete, click **Finish and Submit**.

8. We want to get to know you.

B I 🗄 🗄	Help Preview Edit
Words Used: 0 out of 250	Example Formatting: "bold", _talice_ Full Screen

The two **Personal Statements of Interest** questions require a **minimum** of 100 words/maximum of 250 words for **each** answer. You may type directly in the answer boxes or copy and paste your answers into the boxes from a saved document.

10. Double check your spelling.

Add a New Reference	
Reference Name	Reference Email
* Recommendation 2: (i)	
Add a New Reference	
Reference Name	Reference Email
* Recommendation 3: (i)	
Add a New Reference	
Reference Name	Reference Email

Make sure spellings and emails are accurate! A wrongly spelled e-address will prevent the request from being sent.

12. Did you miss something?

My Applications		 References 	 cpayne@virginiawestern.edu
 This application could 'How many credits '1. Number of family '2. Number of family '3. Are you a self-su '4. Total Household 	not be updated because will you enroll in for the 20 y members in household (i y members in household in upporting student or a dep Annual Income' should be	of 5 errors: 18 fall semester?' is require including yourself)' should to n college (including yourself endent student?' should be a answered at least 1 times	d. De answered at least 1 times. If should be answered at least 1 times. answered at least 1 times.
Application Progress	S Genera	I Scholarships	
General Applicati	ON * Pleas through AW_F1	e upload your most recent an alternative program, p 8 TEST_DOCUMENT.doc:	nt academic transcript. If you have completed a GED, or received a high school diploma () please upload proof of completion. x - 6 minutes app v
General Scholarships	i <u>View</u> o	or Add a New File	
Other Recommer Opportunities	nded Please	e enter a whole number-n	nroll in for the 2018 fall semester? o decimals or other symbols.
	* Fin	ancial Information - Answ	ver 1 time.

After you click **Finish and Submit**, if items or questions are missing, you will see a screen like this. **Complete the missing pieces** and click **Finish and Submit** again. You will automatically be taken to **Part 3** of the application to apply for specific recommended opportunities for which you may be eligible.



	ons				
Our Oppo Browsing "All" S you are receivin consideration. T	rtunities cholarships: T g consideratio 'he "Deadline"	o view a list of all scholars n. Automatch scholarships column indicates the deac	hip opportunities, you may will appear with "None" list line to complete the applic	cilok 'All' under 'Opportunities' above. This list shows all scholarships, not sch led under the 'Action' column – this means an additional application is not requ ation to receive consideration. This is not the deadline to accept the award.	Show Filters olarships for which uired for
Awaro	Name Accounting Provides as:	I <mark>Annual Scholarship fo</mark> sistance for tuition, book	or Adult Learners s and fees to a student e	nrolled in at least 9 credits per semester in an A.A.S. Accounting	Actions Apply
\$595.00	African Am Funds from credits per	erican Railroad Heritar the Scholarship shall pro	i <mark>e Annual Scholarship</mark> vvide assistance for tuitic	n, books and other related expenses to students enrolled in at least six	by 05/01/2019 Apply by 05/01/2019
\$2,000.00	Al Pollard M Provides as: to be	demorial. Scholarship for sistance to first year and	or the Culinary Arts continuing students for t	tuition, books, and other related expenses, allowing qualified applicants	Apply by 05/01/2019

Click on the yellow scholarship name to read the full criteria for each Recommended Opportunity. Click on the blue **Apply** *button to answer specific questions for any opportunities for which you may qualify.*

14. Review specific opportunities.



After applying for individual opportunities, you can **review** a specific opportunity application by clicking on its yellow **View Your Application**.

16. Keep an eye on your references.



When you submit Part 2, a request is sent to your references asking them to provide the reference evaluation. Click on the **References** tab to see the status of your references.

14. Complete supplemental questions.

	ation Questions	with an asterisk.		
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		Example Formatting: "bold", _ital	cs_ Full S	icreen H
	at * Plea word3, udy B	at # Please describe your academ words.	the Peake describe your academic and personal goals, and strength of commitment to an accounting of works). the first of the	* Prease describe your academic and personal goals, and strength of commitment to an accounting career (minim work). B / I I II

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When you complete the question(s) for a recommended opportunity, click **Finish and Submit.**

15. Review everything.

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lubmitted	Submitted	
General Application	General Scholarships	
Update	Update	
Update urrent ®	Update	

Click on the 3 tabs at the top to review your applications, recommended opportunities, and references throughout the process.

17. Congrats! You did it!

- **18.** Need help? Have questions? No worries!
- 19. Contact: Carolyn Payne Scholarship & CCAP Coordinator 540-857-6871 cpayne@virginiawestern.edu

Good luck!