## **CCAP: HOW TO APPLY - STEP BY STEP**

1. Go to CCAP webpage: <u>https://www.virginiawestern.edu/ccap/</u>



2. Click on blue Apply Now to CCAP button.



3. On Logon page, click Create New Account button.

VIRGINIA WESTERN EDUCATIONAL FOUNDATION						
Logon						
Email Address"	Welcome to the Wrginia Weltern Community College Educational Foundation's Online Scholarship Portal.					
Password*	New Users: Please click on "Create New Account" to complete the registration process and create your logon creatertiate.					
Log OM Critale New Account	Existing Users: Please enter your createntials and log in it you forgot your pareword, please use the "Forgot your Paseword?" link to the left to reset your paseword.					

4. Fill in all required fields.

Create New Account	Cannot Account Croation
from almade have an Account cick the 'Cannel Account Creation' butter to go in the Loper page	
Lights the tenures's back batter will delete your receivabat information	
(i) This registration process has multiple alogs you must complete seture you can apply Paints with an administ (*) are regured.	
Litter Millernation	
Profix (Mr. Mrs. Ms. Mx. etc.)	First Name*
Miside Kame	Last Name*
Sama (Sr. Jr. IR, etc.)	Student MentScation Number (EMPLID) <sup>4</sup> Please enter your 7-digit Virginia Wastern student identification number in the space provided. Your student identification number is provided when you submit an application to Virginia Western Click here the your EWPLID.
Email / Username*	m Email / Username Confirmation*
<b> </b>	121
Mobile Number (### ### ####)*	Home Number (See Ally 2002)
Address 1 <sup>1</sup>	Address 2
City"	State*
Postal Code'	Country
	Hed 3
Passwart	

5. Click blue Next button on bottom right. '

- 6. Create your Password. Then click Create Account button in lower right corner.
- 7. You will receive a confirmation email indicating you successfully created your account.
- 8. When you create your account, the next page asks you to verify that you received your confirmation email. This helps ensure that you'll receive other communications from this organization about your application. Answer appropriately, then click **Continue**.
- 9. Return to Logon page, enter your email address and password to begin application.
- 10. You will land on the Apply page. (See screenshot below.)
- 11. See Community College Access Program (CCAP) Application. Click on blue Apply button on right.

Apply	
Quick Search	×
Community College Access Program (CCAP) Application	Accepting Submissions from 10/01/2023 to 02/01/202
Community College Access Program (CCAP) Scholarships: The Virginia Western Community College Educational Foun graduates who meet program requirements, as funding allows.	dation offers CCAP scholarships that pay for up to two years of fultion for high school
<ul> <li>Students may also have the opportunity to receive tuition support for workforce credentials.</li> </ul>	
CCAP DOES NOT cover books, supplies, course fees or room and board expenses. (Click the link to learn more about other	Educational Foundation scholarships that can help.)
<ul> <li>Students must complete a Virginia Western Community College application before applying for CCAP.</li> </ul>	
@ Preview	

12. Click each section right-pointing arrow ( > ) to see questions. Answer all required questions.

CCA Application	Instructions		/ ×
	Add Question	Ants Trivered Queretern	
-5¢ Thank you for you	ir interest in applying for the CCAP scholarship. For a successful application, you ${\rm N}$	UST answer all required questions marked with an asterisk*.	Everyone 🖉 😠
The leadline to subr White you submit you Oriestions? Contact C	mit your CCAP application is February 1, 2024. No exceptions! If CCAP application you will get a confirmation email and be directed to a confirm larolyn Payne, Scholarship & CCAP Coordinator, at 540-857-8371 or cpaynegbyrg	alion page in the application. ntawestern edu.	
	- Anti Questian	with thraced Garatine	
> Profile			
> Homeschool or Pri	vale School		
> Certifications			
> Electronic Signatur	re		

13. Answer all required questions in each section. See example in screenshot below.

CCAP Application Instructions	2 ×
✓ Profile	2
Add Cinestion	Add Shared Duerton
+b <sup>*</sup> Locality Residence* Please select the locality where you live.	Everyone 🖉
Add Cuestion	Add Shared Question
-%C Residence Jr. & Sr. Years* Have you lived in this locality your junior and senior years? Ves No	Everyone 🖋

14. When finished <u>all</u> sections including electronic signature, click blue **Submit Application** button. When submitted you will receive a **confirmation email**.

## Submit Application