# Parent Portion of the Student Profile

PARENTAL INVOLVEMENT INCLUDES
GRANTING CONSENT FOR STUDENTS UNDER
18 AND ENTERING FINANCIAL INFORMATION
FOR STUDENTS LOOKING TO APPLY FOR
NEEDS BASED SCHOLARSHIPS



## Consent Email & Login Info



 NOTE: If your student is 18+, you do not need to give your consent and can skip ahead to page 6.

Dear Bill McNeil,

Jeffrey Lebowski has listed you as his/her parent on his/her Scholarship America Dollars for Scholars profile. Because Jeffrey is a minor, Jeffrey may not submit to any scholarships without your consent.

Please click on the log in link and use the information below to get into your account. [If the link is not active, you will need to copy/paste the url into your browser] When you first log in with the temporary password, you will be prompted with a popup asking you to set your password at which point you can set it to whatever you wish.

Link to login: https://public.dollarsforscholars.org/index.php?section=parentLogin&action=home

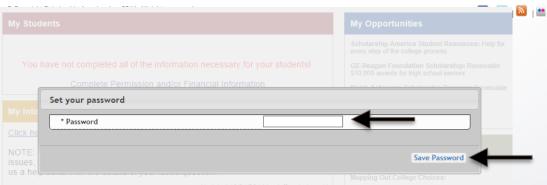
Email: <u>dbearth4@scholarshipamerica.org</u>
Temporary Password: bb44ea8e584bdacf778a

- When your under 18
   years of age student
   requests consent
   from you, you will
   receive an email with
   a link to the parental
   log in along with log
   in information.
- Click on the link (or copy and paste the text) provided in the email in order to submit the proper information.

#### Parent Login Page

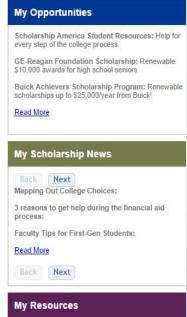


• The link in the email will bring you here to the log in page. Enter your email and the temporary password given in the email and click Login.



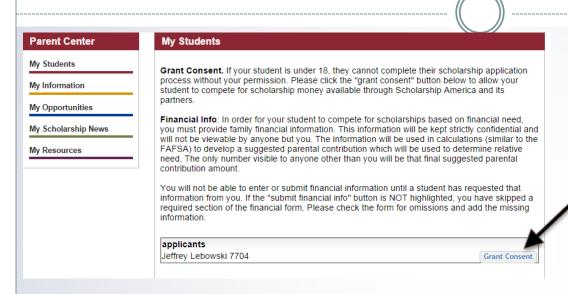
 After clicking the Login button, you will be prompted to set your password. Enter the password you would like to use and click the Save Password button.



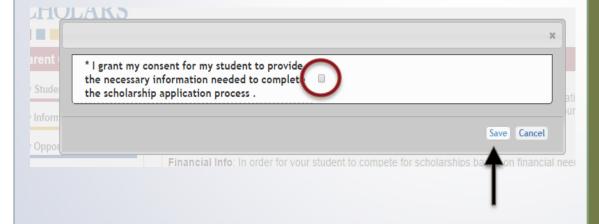


- After setting your password, you will be taken to the parental home page. Here you can review/update your contact information and also access other useful information from.
- To grant consent, click on the Complete Permission and/or Financial Information link.

## **Granting Consent for Minors**



 Here you will see your student listed. Click the Grant Consent button to grant consent.



Prompted with a popup.
Check the consent box to confirm you wish to grant consent and then hit the Save button and you're all set! Your student can now submit to scholarships.

# Financial Info Email & Login Info



Dear Bill McNeil,

Jeffrey Lebowski has registered on the Scholarship America Dollars for Scholars website and requests you fill out financial information as his/her parent.

Please note if Jeffrey is under 18 years of age, you must also grant consent for him/her to be able to submit to scholarships.

Please click on the log in link and use the information below to get into your account. [If the link is not active, you will need to copy/paste the url into your browser] When you first log in with the temporary password, you will be prompted with a popup asking you to set your password at which point you can set it to whatever you wish.

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Link to login: https://public.dollarsforscholars.org/index.php?section=parentLogin&action=home

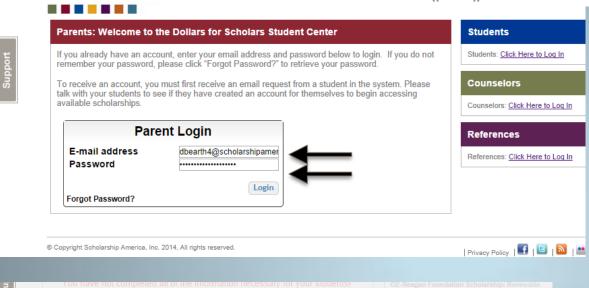


Email: <u>dbearth4@scholarshipamerica.org</u>
Temporary Password: 4e8ca284a8b1a379a1f1

• NOTE: If you've already been in and set your parental account password, your email will look slightly different and you won't have the temporary password.

- When your student requests you complete financial information for them, you will receive an email with a link to the parental log in along with log in information.
- Click on the link (or copy and paste the text) provided in the email to get to the log in page.

## Parent Login Page



 The link in the email will bring you here to the log in page. Enter your email and the temporary password given in the email and click Login.

Complete Permission and/or Financial Information

Set your password

\* Password

\* Password

\* Password

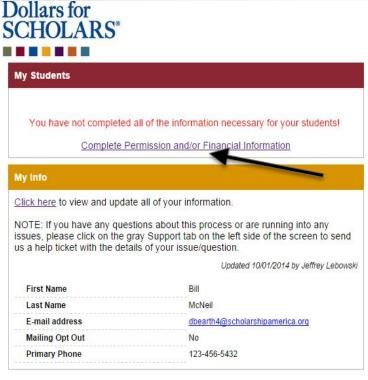
\* Mapping Out College Choices:

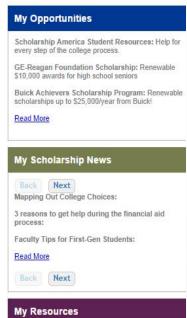
 After clicking the Login button, you will be prompted to set your password. Enter the password you would like to use and click the Save Password button.

NOTE: If you've already set your parental account password, use that password to log in. You will not be prompted with the set your password box, you will be taken to your home page.

© Scholarship America. October 2014.

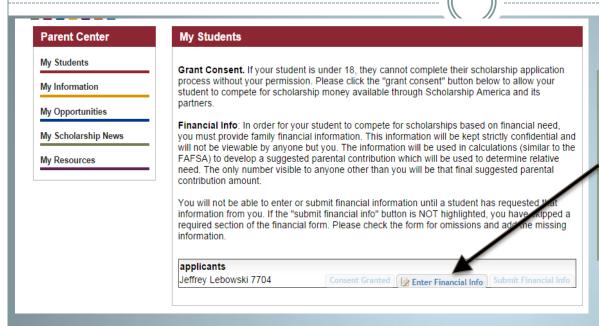
## **Entering Financial Information**





- After setting your password, you will be taken to the parental home page. Here you can review/update your contact information and also access other useful information from.
- To enter financial information, click on the Complete Permission and/or Financial Information link.

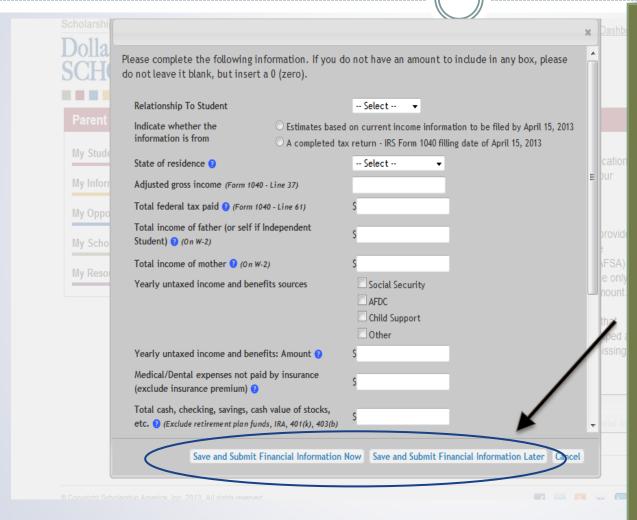
# **Entering Financial Information**



 Click on the Enter Financial Info button to enter your information.

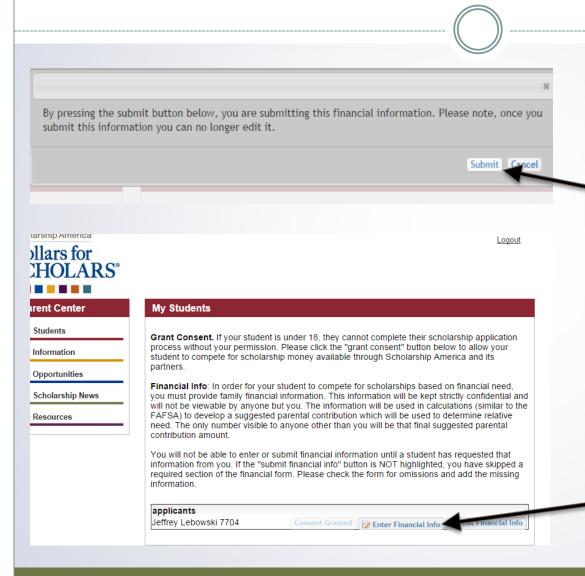
- NOTE: The buttons you see may vary slightly depending on if you also had a student who
  has requested consent.
- If you have an active Grant Consent button, it indicates you still need to grant consent.
- If you have a greyed out Consent Granted button, it indicates you've already completed your consent.
- If no button is listed at all pertaining to consent, your student is 18+ and didn't need your consent.
  - © Scholarship America. October 2012.

# **Entering Financial Information**



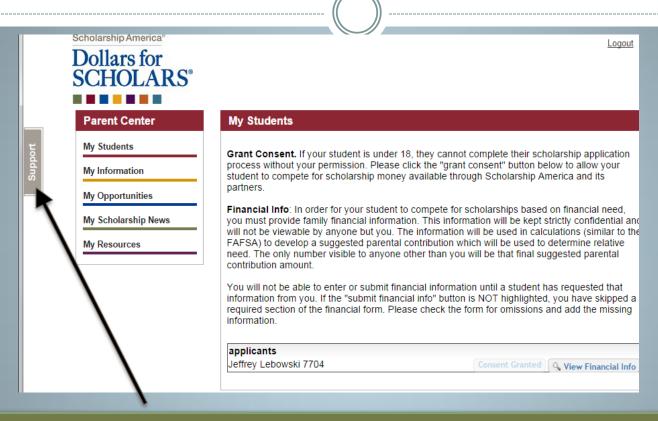
- Enter the information using the drop down boxes.
- Be sure to scroll down to ensure that all questions are answered.
- When complete, click the Save and Submit Financial Information Now button. If you need to exit before you can complete, click the Save and Submit Financial Information Later button so save your progress.

## **Submitting Parent Information**



- When hitting the save and submit not button, you will be prompted with this confirmation screen.
   Click the Submit button and you're all set! You will not be able to edit this info after this point.
- If you hit the save and submit later button, you can come back and hit the Enter Financial Info button to get back in and complete when ready.

## Questions? Issues?



 If at any point you have any questions, run into any issues or need to change the info you submitted please click on the grey Support tab on the left hand side of all the pages in your parental account. A form will pop up for you to fill in the details of your question/issue and upon submission will be sent into our help desk. We will get back to you as soon as possible.