



## Scholarship Applications via ChapterNet

Applications Open: **January 16, 2025**

Application Deadline: **March 6, 2025**

[www.newtonIA.dollarsforscholars.org](http://www.newtonIA.dollarsforscholars.org)

[www.ScholarshipAmerica.org](http://www.ScholarshipAmerica.org)

The Newton Dollars for Scholars application is now available via ChapterNet. Developed by Scholarship America, this online tool allows you to input your general information and have it all in one convenient place while going through the application process. ChapterNet isn't just an application portal, either. In the Student Dashboard, you can view your progress and explore local chapter opportunities, scholarship listings and matches. There are also links to national news and resources that provide help with the college process. Finally, ChapterNet helps you find volunteer and internship opportunities, additional financial aid tools, college success resources, and even allows you to export a resume!

Keep in mind that using ChapterNet to apply for scholarships requires your counselor, a reference, and perhaps your parent to enter data about you through the portal. This means that you need to allow them time to respond. All requests are made through email. You will need to know their First Name, Last Name, email, phone number, and relationship to you before you can request their input. Completing your profile is the same as completing one application for all scholarships.

Completing your profile at 100% is not necessary to be considered for Newton Dollars for Scholars scholarships but it might be for other national scholarships. Too much is better than too little. You may stop and return to your profile in ChapterNet at any time.

### Tips and Notes for Using ChapterNet for Newton Students

#### Create an Account and LogIn

1. Go to [newtonia.dollarsforscholars.org](http://newtonia.dollarsforscholars.org) then to *"Students and Parents"* at the top right. Click *"Login"*. First time users need to create an account by clicking on *"Don't have an account yet? Create one here."* (If you already have an account, enter your email and password.)
2. Find your school by entering zip code 50208 and then choose either Newton Senior High School or WEST Academy.
3. Fill out basic information and submit. Use a personal email address that you use and check regularly. If possible, do not use your school email as you may need to be reached after school is out. The email address will become your login. (There is an option to change your email in the Basic Information section of your Profile.)
4. Check your email for additional instructions.
5. Click on the hyperlink within the email to create a password. Write down the password somewhere in case you forget it.
6. If you forget your password, click the *"Forgot Password?"* on the login screen. If you forget your login email, click the gray *"Support"* button on the login screen or email the Scholarship Manager, kirchg@pcpartner.net. Do not create a second account.

Once you are logged in you will be taken to **My Dashboard** which will provide links to the different sections of ChapterNet. The following tips and notes cover some items unique to Newton as well as answers to some commonly asked questions. It is not all inclusive. Read the portal screens and follow the directions. There is also a built in Help button on the upper right.

## **My Information**

Click on “Work on Profile”

You must complete all the red double starred (\*\*) items in order to submit the form and you must complete all of the single starred (\*) items to move your progress towards 100%. All other items are helpful in matching to scholarships, but optional.

You will want all items completed when the scholarships are scored. For each section, be sure to click “Save and Continue” or “Save and go to Dashboard” to submit and save the information.

1. **Basic Information** – Required

2. **Additional Information** – Required

For the highest level of education completed choose “Some High School”. You can choose to enter “Other Information” but it is not required to for Newton Dollars for Scholars scholarships.

3. **Schools** – Required

- Current grade level is “Senior in high school”.
- Under College Information, enter the type of post-secondary institution you plan to attend: “Four-Year College”, “Two-Year College”, or “Vocational – Technical School”.
- Under Intended College 1, enter the school you are most inclined to attend at this time. The school you attend may be changed later.

4. **GPA** – Required

- Enter “I have high school GPA information only”
- Do not click “My school uses weighted GPAs” nor “My school used the same GPA scale for all grade levels.”
- Enter your “Cumulative HS GPA”. This information can be found on latest report card, or in Infinite Campus under Documents and then Unofficial Transcript.
- Enter “4.0” for the Cumulative GPA Scale.

5. **Class Rank** – Required

- Our school uses an “Integer” system.
- Enter your “Class Rank”.
- Enter the “Class Size” of **167** for NHS or **28** for WEST Academy.

6. **Test Scores** – for those attending a 4-year school

- If you have taken the ACT enter your highest ACT Composite Score

7. **Activities** – Required

To add an activity, choose “Add another activity”. Complete at least the asterisked questions. You should use your best estimate of the total number of hours spent on the activity per year. Enter the “Awards, Honors, and Offices” for each activity.

8. **Awards** – Optional. *Not used for Newton scholarships but may be used for other scholarships.*  
To add any award or scholarship you have received, click “Add another award” and complete requested information. If you do not have any awards to add, click “I have entered all of my awards”.
9. **Employment** – Required  
If you have had or currently have employment click “Add another employment” and answer the requested information. If you do not have employment, click “I have entered all of my employment”.
10. **Documents** – Optional  
You can add additional information in the documents section, but this is not required for Newton Dollars for Scholars scholarships.
11. **Parent / Guardian Info** – Required for students under the age of 16  
If you are under the age of 16, you must receive permission from a parent/guardian to complete the scholarship application process. Enter their information including email address. They will then need to login to their email to grant permission.
12. **Financial Info** – Optional. *Not used for Newton scholarships but may be used for other scholarships.*  
You can choose “I do not wish to include financial information”. Financial information may be required if you are using your profile for national scholarships.
13. **Goals Essay** – Required and **Unusual Circumstances Essay** - Optional  
You will be asked to complete separate essays on your “Goals and Aspirations” and on any “Unusual Circumstances” you may have experienced in your life. You must complete the “Goals and Aspirations” essay in 300-500 words. If you do not have any unusual life circumstances simply put “None” or “NA” in that section. Do not include your name or any identifying information in either essay.
14. **Transcripts** – Required  
A counselor must also enter GPA, Class Rank, and ACT information. Click “Add School Official Information” and then click “Save and Request Transcript Information”.  
*FitzgeraldS@newton.k12.ia.us or NolinC@newton.k12.ia.us or LavellyJ@newton.k12.ia.us*  
*Phone: 641-792-5797*
15. **References** – Required  
One additional reference is required. Choose an individual to complete your appraisal. Make sure he or she knows that they must complete the recommendation via ChapterNet and double check the person’s email address and phone number. The reference will receive an email with instructions when you click “Save and Request Recommendation”.
16. **Help** – Optional  
You can use this option for additional information on using ChapterNet, the status of your profile, and additional scholarship information.

## **My Scholarships**

1. Go to the “My Scholarships” section of the dashboard and click “Search for Scholarships”.
2. The “Yes” or “No” criteria questions that appear determine your eligibility for specific scholarships.
3. Two of the questions are used in evaluating your application. They are “Will you attend a two year college or vocational - technical school next year?” and “Will you attend a four year college or university next year?”. You must answer “Yes” to one and “No” to the other depending upon your plans. **If your plan is to attend a two year school first and then attend a four year school, answer “Yes” to “Will you attend a two year college...” and “No” to “Will you attend a four year college...”**.
4. Once you answer a question and submit, you may not change your answer. The Scholarship Manager can however make changes at your request. You should also check this section before the March 1 deadline to see if additional scholarships have been added.
5. After you have answered all of the criteria questions, a list of scholarships for which you are eligible will appear. “Submit Application” for all of them.
6. Newton students will submit an application for **either** the “Newton Application – 4 Year School” **or** “Newton Application – 2 Year School”. These are the umbrella scholarships that make you eligible for all of the scholarships sponsored by Newton Dollars for Scholars not just those that have criteria questions. Those other scholarships are not displayed in ChapterNet only to save you time.

## **Deadlines and Claiming Scholarships**

- You may begin completing your profile at any time. The sooner the better! Especially be early in requesting information from your counselor, a reference, and your parent so that they have time to respond.
- Newton Scholarship Applications are available January 16<sup>th</sup> and will close on March 6<sup>th</sup>.
- You will receive a notification of any scholarships awarded shortly after the Senior Awards Assembly in May. **Please “Accept the Awards” in ChapterNet as soon as possible.** The school can be changed at any time.
- You will receive a separate enrollment confirmation form with your scholarship. The college must confirm your enrollment before any payments are made. Payments are made directly to the school and the entire amount is sent at that time.

## **2<sup>nd</sup> Year Red Pride Scholarship**

If you are awarded a scholarship, you will automatically be able to receive a 2<sup>nd</sup> Year Red Pride Scholarship for the following year. The only thing you will need to do is have the school confirm your enrollment. We will email a reminder and form to you.

## **Help / Additional Information**

Email the Scholarship Manager: [kirchg@pcpartner.net](mailto:kirchg@pcpartner.net) or [Newton.dollarsforscholars@gmail.com](mailto:Newton.dollarsforscholars@gmail.com) . We are very flexible with delaying scholarships or dealing with other situations that may arise, but would like to be kept informed.