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*Esperanza Scholarship Foundation Dollars for Scholars®*

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## *Application Instructions*

A Program from Scholarship America®

Revised 01/10/2020

In this file you will find the instructions on how to complete your Dollars for Scholars profile. Follow the instructions exactly and completely. There are some “If’s” please take a look at those carefully. If your question cannot be answered from looking through the file you are more than welcome to email us at [esperanzascholarshipfoundation@gmail.com](mailto:esperanzascholarshipfoundation@gmail.com)

**STEP 1:** Please complete your “Basic Information” this includes any person information from you such as Name, phone number, Address...

My Information - Basic Info

**My Information**  

- Basic Info
- Additional Info
- Schools
- GPA
- Class Rank
- Test Scores
- Activities
- Awards
- Employment
- Documents
- Parent/Guardian Info
- Financial Info
- Goals Essay
- Unusual Circumstances Essay
- Transcripts
- References
- Help

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**My Scholarships**


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**My Opportunities**


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**My Scholarship News**


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**My Resources**

You must complete all the 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.

[Click here](#) to change your email address.

<b>** Legal Last Name</b>	Esperanza
<b>** Legal First Name</b>	Bob
Middle Name	
Middle Name 2	
Salutation	-- Select --
Suffix	
Preferred Name/ Nickname	
<b>** Country</b>	United States
<b>** Primary State or Province</b>	California
<b>** Primary Address Line 1</b>	1757 Ontario Ave
Primary Address Line 2	
Primary Apartment	
<b>** Primary County</b>	SAN BERNARDINO
<b>** Primary City</b>	<input type="button" value="Search"/> <input type="button" value="Unselect"/>
	<input checked="" type="radio"/> Ontario
Primary City (if not found in above list)	
<b>** ZIP or Postal Code</b>	91762
<b>** Which school district do you reside in?</b>	<input type="button" value="Search"/> <input type="button" value="Unselect"/>
	<input checked="" type="radio"/> FONTANA UNIFIED
<b>* Time at Current Address</b>	5
<b>* Email Address</b>	<a href="mailto:bob.esperanzas@gmail.com">bob.esperanzas@gmail.com</a>
<b>** Confirm Email Address</b>	<a href="mailto:bob.esperanzas@gmail.com">bob.esperanzas@gmail.com</a>
<b>** Primary Phone Number</b>	909-000-0000
Primary Phone Text Capable - check box	<input type="checkbox"/>
Alternate Phone Number	
Alternate Phone Text Capable - check box	<input type="checkbox"/>
Fax Number	
Other Messaging Address	
Other Messaging Address Type	
<b>* Preferred Contact Method</b>	Email
<b>** How did you find us?</b>	Fair
Photo	No file is currently uploaded. <input type="button" value="Upload File"/>
<b>** I agree that Scholarship America or an affiliated program may use my photograph, name, the name of my community, the name and address of my school, in press releases, public announcements, and other fundraising or promotional materials throughout the world and in all media (including the Internet), whether now known or hereafter developed, without limitation or condition, to advance the non-profit objectives of Scholarship America and its affiliated programs.</b>	

**STEP 2:** Please complete the “Additional Information” such as race, Date of Birth, Country of Citizenship. A quick reminder you don’t have to be a U.S Citizen to apply for the Esperanza Scholarship.

### My Information - Additional Info

#### My Information

- Basic Info
- Additional Info
- Schools
- GPA
- Class Rank
- Test Scores
- Activities
- Awards
- Employment
- Documents
- Parent/Guardian Info
- Financial Info
- Goals Essay
- Unusual Circumstances Essay
- Transcripts
- References
- Help

#### My Scholarships

#### My Opportunities

#### My Scholarship News

#### My Resources

You must complete all the 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.

☐ Hide
 Demographics

** Birthdate (mm/dd/yyyy)	01/01/2000
** Sex Assigned at Birth ?	Male
** Ethnicity	Hispanic/Latino
** Race ?	Caucasian
* Citizenship Status	United States Citizen
* Citizenship Country	<input type="button" value="Search"/> <input type="button" value="Unselect"/> <input checked="" type="radio"/> United States
Do you have dual citizenship?	No
* First Generation to Attend College?	Yes
* Highest Level of Education Completed	Some High School
* Have you been subjected to any school or legal disciplinary action?	No
* Primary Language	English
* Primary Language Spoken at Home	Spanish
** Are you eligible for a free/reduced lunch program?	<input checked="" type="radio"/> Yes <input type="radio"/> No

☐ Hide
 Other Information

Gender Identity ?	Man
Disabled?	No
Are you a descendant of a veteran?	No
Veteran? ?	No
Child of POW or MIA military service member?	No
Prisoner of War? ?	No

### NOTES:

- Highest Level of Education Completed:** If you are a high school student, you must choose: “Some High School”. If you are a college student you must chose, “Some College”

### STEP 3: Here you will add your school information.

#### My Information - Schools

#### My Information

You must complete all the 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.

<b>Basic Info</b>	<b>Hide</b> Grade Level
<b>Additional Info</b>	** Current Grade Level <input type="text" value="Senior in High School"/>
<b>Schools</b>	
<b>GPA</b>	<b>Hide</b> High School Information
<b>Class Rank</b>	** Year Graduated/ Expected Graduation from High School <input type="text" value="2019"/>
<b>Test Scores</b>	** High school you graduated from/expect to graduate from/last attended <input type="button" value="Search"/> <input type="button" value="Unselect"/>
<b>Activities</b>	<input checked="" type="radio"/> FONTANA HIGH SCHOOL - FONTANA, California
<b>Awards</b>	I received my GED <input type="checkbox"/>
<b>Employment</b>	
<b>Documents</b>	<b>Hide</b> College Information
<b>Parent/Guardian Info</b>	* Intended College 1 <input type="text" value="California State University: San Bernardino"/> <input type="button" value="Remove"/> <input type="button" value="Select"/>
<b>Financial Info</b>	* Intended College App Status 1 <input type="text" value="Applied"/>
<b>Goals Essay</b>	Intended College 2 <input type="text" value="California State Polytechnic University: Pomona - Pomona"/> <input type="button" value="Remove"/> <input type="button" value="Select"/>
<b>Unusual Circumstances Essay</b>	Intended College App Status 2 <input type="text" value="Applied"/>
<b>Transcripts</b>	Intended College 3 <input type="text" value="Select"/>
<b>References</b>	Intended College App Status 3 <input type="text" value="-- Select --"/>
<b>Help</b>	* What type of post-secondary institution (if any) are you attending/plan to attend? <input type="text" value="Four-Year College"/>
<b>My Scholarships</b>	* Anticipated Year Graduation from College <input type="text" value="2023"/>
<b>My Opportunities</b>	* Intended/Current Major 1 <input type="text" value="Mathematics"/> <input type="button" value="Remove"/> <input type="button" value="Select"/>
<b>My Scholarship News</b>	Intended/Current Major 2 <input type="text" value="Civil Engineering"/> <input type="button" value="Remove"/> <input type="button" value="Select"/>
<b>My Resources</b>	Intended/Current Major 3 <input type="text" value="Select"/>
	Intended/Current Major 4 <input type="text" value="Select"/>
	Intended/Current Major 5 <input type="text" value="Select"/>
	* Anticipated Degree Type <input type="text" value="Bachelors"/>
	* Student will be enrolled: <input type="text" value="Full Time"/>
	* Student Will Live: <input type="text" value="On Campus"/>
	* College you are currently attending <input type="text" value="California State Polytechnic University: Pomona - Pomona"/> <input type="button" value="Remove"/> <input type="button" value="Select"/>
	* College Application Status <input type="text" value="Applied"/>
	School Start Date <input type="text" value=""/>
	College Student ID <input type="text" value=""/>
	Have you attended other colleges? <input type="text" value="No"/>

#### NOTES:

1. **College you are currently Attending:** If you are in high school you need to put your top choice and for status you need chose "Applied". Everyone's anticipated degree type is bachelors.

**STEP 4:** *You will need to add your GPA information*

**My Information - GPA**

**My Information**

- Basic Info
- Additional Info
- Schools
- GPA**
- Class Rank
- Test Scores
- Activities
- Awards
- Employment
- Documents
- Parent/Guardian Info
- Financial Info
- Goals Essay
- Unusual Circumstances Essay
- Transcripts
- References
- Help

**My Scholarships**

**My Opportunities**

**My Scholarship News**

**My Resources**

Click the “edit” button to complete this section. You must complete all the 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.

[edit](#)

*Updated 11/19/2018 by Bob Esperanza*

<b>* GPA information available</b>	I have high school GPA information only
<b>My school uses weighted GPAs</b>	Yes
<b>* Cumulative Weighted HS GPA</b>	3.80
<b>* Cumulative Weighted GPA Scale</b>	5.00
<b>Converted Cumulative Weighted HS GPA</b>	3.04

By selecting that you do not have any GPA information means you are acknowledging that you may not be eligible for scholarships where GPA is a required criteria.

[Save and Continue](#)
[Save and Go To Dashboard](#)

**NOTES:**

1. HS students: Only add your High School GPA, even if you have College GPA.
2. College Student: You need college GPA, scale is out of 4 points
3. You also **ONLY** need cumulative GPA; you don't have to add every year individually.
4. If you are counting extra points for Honors/AP Course than the GPA Scale is out of 5 Points

**STEP 5:** Add your class rank, you can find this through your counselor or in your transcripts.

### My Information - Class Rank

#### My Information

- Basic Info
- Additional Info
- Schools
- GPA
- Class Rank**
- Test Scores
- Activities
- Awards
- Employment
- Documents
- Parent/Guardian Info
- Financial Info
- Goals Essay
- Unusual Circumstances Essay
- Transcripts
- References
- Help

#### My Scholarships

#### My Opportunities

#### My Scholarship News

#### My Resources

You must complete all the 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.

* Does your school rank students?	Yes
* What system does your school use? ?	Integer
Ranking System If Other	
* Class Rank ?	10
* Class Size	510

[Save and Continue](#)
[Save and Go To Dashboard](#)

### NOTES:

1. If it's in a number you need to choose "Integer", if it's a percent choose "percentile"

**STEP 6: DOT NOT ADD TEST SCORES!!!**

**My Information - Test Scores**

**My Information**

If you do not have any test scores, please enter all test scores for all of your SAT tests.

Score Date	Score	Test Type
10/07/2017	510	SAT

[Add Another Test](#) [Go To Dashboard](#)

**Basic Info**

**Addition**

**Scho**

**GP**

**C**

**Unu**

**Circu**

**Transcrip**

**References**

**Help**

**My Scholarships**

**My Opportunities**

**My Scholarship News**

**My Resources**

**NOTES:** If you are given an option at the top right corner of “I have added all test scores” make sure you click in order for the section to turn green.

**STEP 7:** *Add any activities in school and outside of school such as clubs, sports, community service...*

**My Information - Activities**

**My Information**

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- Basic Info**
- Additional Info**
- Schools**
- GPA**
- Class Rank**
- Test Scores**
- Activities**
- Awards**
- Employment**
- Documents**
- Parent/Guardian Info**
- Financial Info**
- Goals Essay**
- Unusual Circumstances Essay**
- Transcripts**
- References**
- Help**

Click the “Enter Activities Information” button to complete this section. Please list all school activities in which you have participated during the past 4 years (e.g. student government, music, sports, etc.) as well as all community activities in which you have participated without pay during the past 4 years (e.g., Red Cross, church work, etc.). Make sure to include all of your activities, as it may affect your eligibility for scholarships.

[+ Add another activity](#)

* Activity Name	* Activity Type	
Soccer	Athletic Activities	<a href="#" style="background-color: #d9e1f2; padding: 2px 10px; border: 1px solid #800000;">view</a> <a href="#" style="background-color: #d9e1f2; padding: 2px 10px; border: 1px solid #800000;">edit</a> <a href="#" style="background-color: #d9e1f2; padding: 2px 10px; border: 1px solid #800000;">delete</a>

[Save and Continue](#)
[Save and Go To Dashboard](#)

**My Scholarships**

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**My Opportunities**

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**My Scholarship News**

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**My Resources**

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**NOTES:** If you are given an option at the right top corner of “I have added all activities” make sure you click in order for the section to turn green.



**STEP 8: DO NOT ADD ANY AWARDS!!!**

**My Information - Awards**

My Information

Basic Info

Additional

Scholarship

Continue

Save and Go To Dashboard

Another Award

delete

Info

My Scholarships

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**STEP 9:** *Add any job you have had, anywhere where you have received a payment for a period of time.*

My Information - Employment

My Information

Basic Info

Additional Info

Schools

GPA

Class Rank

Test Scores

Activities

Awards

Employment

Documents

Parent/Guardian Info

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Click the "Enter Employment Information" button to complete this section. Please list all employment for which you were paid during the past 4 years. Make sure to include all of your jobs, as it may affect your eligibility for scholarships.

+ Add another Employment

* Employer	Position	* Hours Per Week
<div>Save and Continue</div> <div>Save and Go To Dashboard</div>		

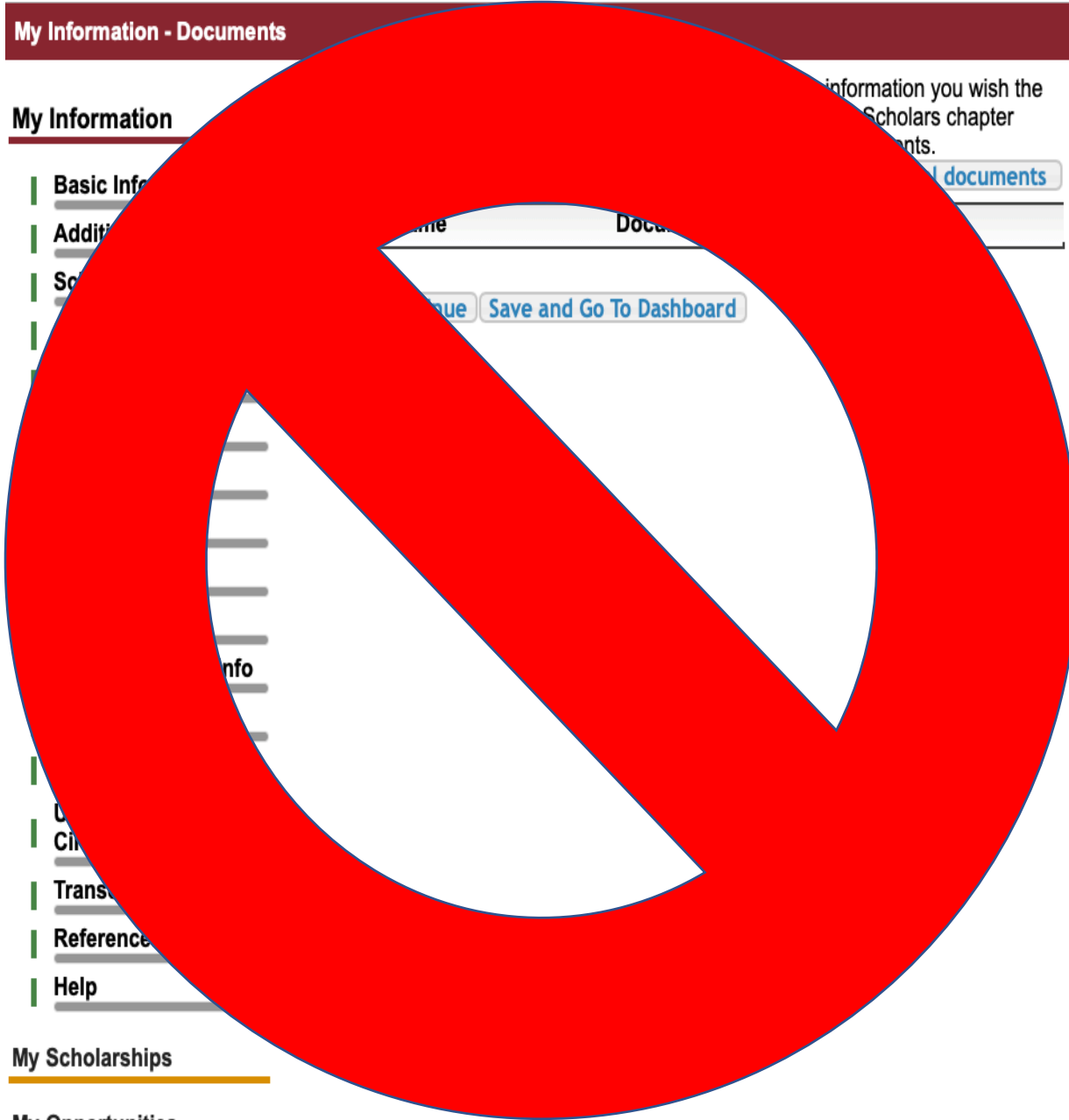
My Scholarships

My Opportunities

My Scholarship News

My Resources

**NOTES:** If you are given an option at the right top corner of "I have added all employment" make sure you click in order for the section to turn green.

**STEP 10: DO NOT UPLOAD ANY DOCUMENTS!!!**

**My Information - Documents**

**My Information**

information you wish the Scholars chapter  
nts.  
[documents](#)

**Basic Info**

**Addit** **me** **Docu**

**Sc**

[ue](#) [Save and Go To Dashboard](#)

**Info**

**Trans**

**Reference**

**Help**

**My Scholarships**

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**STEP 11:** Add parent consent, if you are under the **age of 16**, make sure they get the email and submit the request.

## My Information - Parent/Guardian Info

### My Information

People over the age of 18 do not require parental consent to complete the scholarship process. However, Scholarship America still wants to share good financial aid information with parents, when necessary. Please complete the following information.

Basic Info

Additional Info

Schools

GPA

Class Rank

Test Scores

Activities

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Parent/Guardian Info

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Consent Status: **Over 18; consent not required**

\*\* Primary Parent First Name

\*\* Primary Parent Last Name

Relation

\*\* Primary Parent Phone Number

\*\* Primary Parent Email Address

[Save and Continue](#)

[Save and Go To Dashboard](#)

[I choose not to include my parental information](#)

### My Scholarships

### My Opportunities

### My Scholarship News

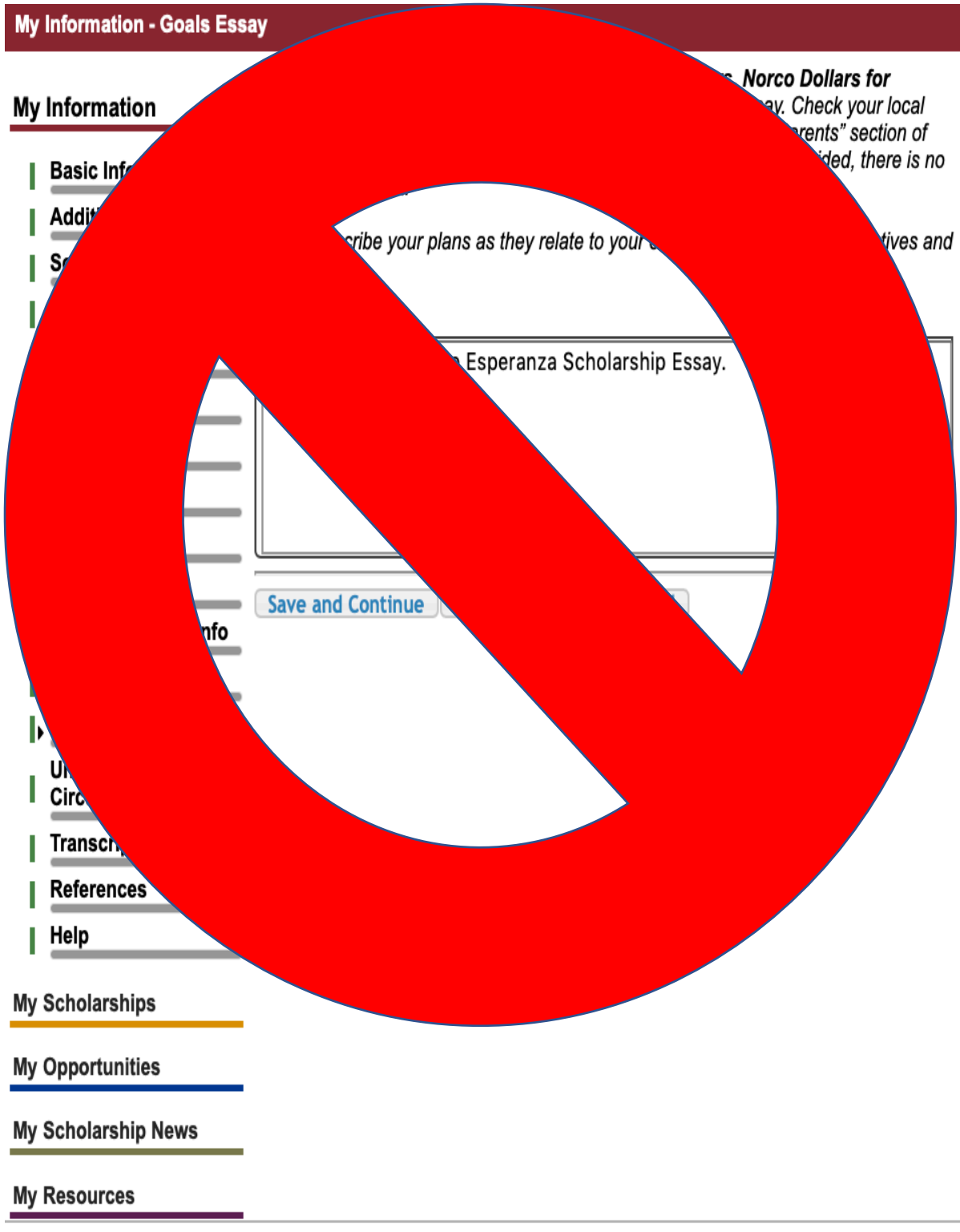
### My Resources

**STEP 12:** *You MUST add your EFC given in your FAFSA or Dream Act (AB540)*

My Information - Financial Info					
<b>My Information</b>	In order to be considered for scholarships that make decisions based on need, you must provide information about your or your family's financial situation. Please provide the information asked for below. If you do not provide the information below, you will not be eligible for any needs based scholarships.				
Basic Info					
Additional Info	Esperanza Scholarship Foundation Dollars for Scholars uses EFC for their need based scholarships. This number is found on the SAR you received after completing the FAFSA. To learn more about FAFSA EFC, follow this link, <a href="http://www.fafsa.ed.gov/">http://www.fafsa.ed.gov/</a> .				
Schools					
GPA	For Eligible for Pell Grant Click "Yes" if this box is checked on the SAR (Student Aid Report) you received when completing the FAFSA.				
Class Rank					
Test Scores	<table border="1"> <tr> <td>* FAFSA EFC</td> <td>0.00</td> </tr> <tr> <td>Eligible for Pell Grant</td> <td><input checked="" type="radio"/> Yes <input type="radio"/> No</td> </tr> </table>	* FAFSA EFC	0.00	Eligible for Pell Grant	<input checked="" type="radio"/> Yes <input type="radio"/> No
* FAFSA EFC	0.00				
Eligible for Pell Grant	<input checked="" type="radio"/> Yes <input type="radio"/> No				
Activities					
Awards					
Employment	<div> <a href="#">Save and Continue</a> <a href="#">I do not wish to include financial information</a> </div>				
Documents					
Parent/Guardian Info					
Financial Info					
Goals Essay					
Unusual Circumstances Essay					
Transcripts					
References					
Help					
<b>My Scholarships</b>					
<b>My Opportunities</b>					
<b>My Scholarship News</b>					
<b>My Resources</b>					

**NOTES:**

1. If you file **FAFSA** you will find your EFC "Estimated Family Contribution" in your confirmation Page.
2. If you file **DREAM ACT** you will find your EFC in a PDF File of your "Cal Sar Report" at the end of the application (Last Tab).
  - a. DREAM ACT: Click "YES" for "Eligible for Pell Grant"

**STEP 13: DO NOT ANSWER THIS ESSAY**

**My Information - Goals Essay**

**My Information**

**Basic Info**

**Addit**

**Se**

**Describe your plans as they relate to your**

**Norco Dollars for**

**ay. Check your local**

**parents" section of**

**vided, there is no**

**Esperanza Scholarship Essay.**

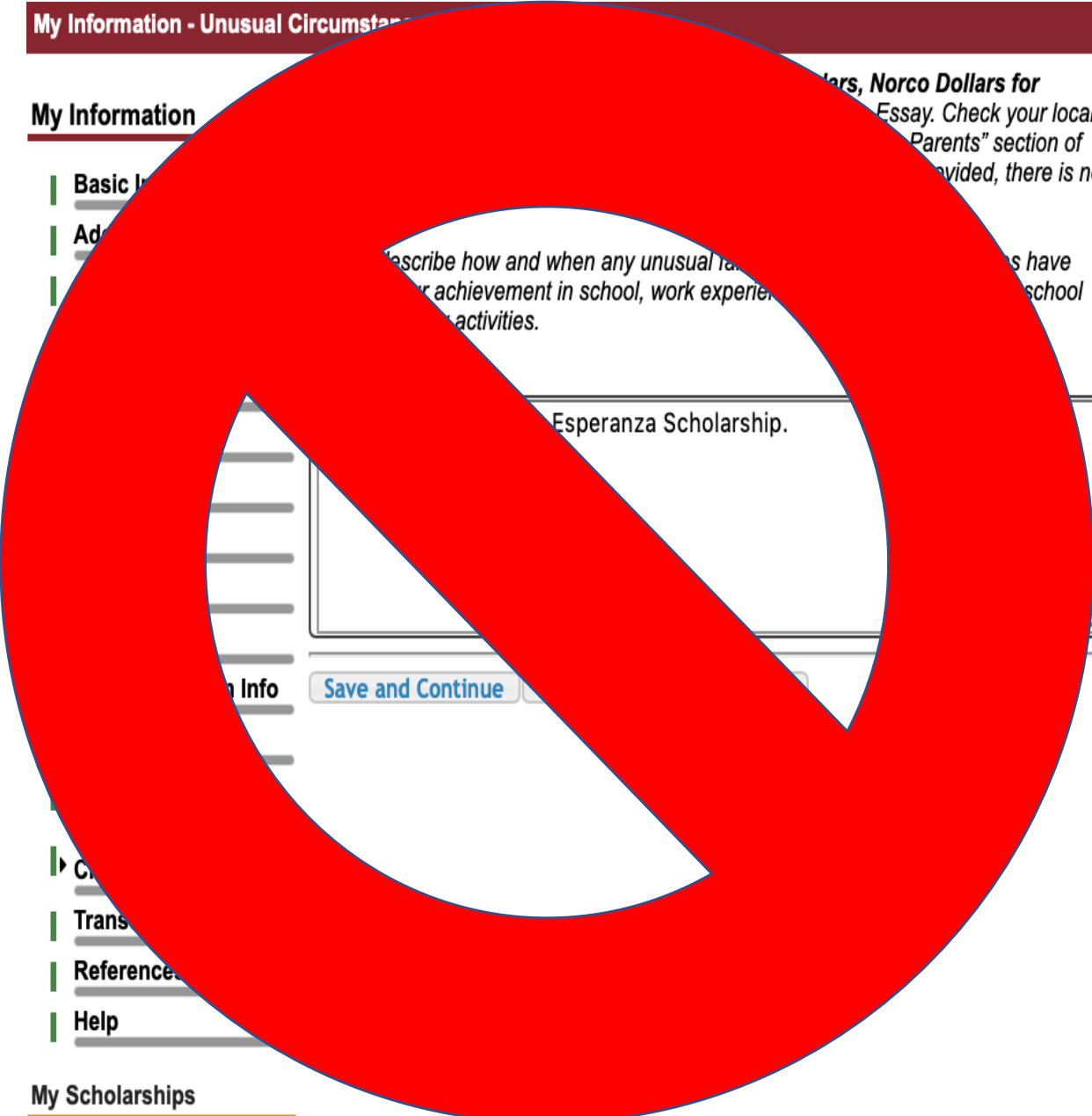
**Save and Continue**

**My Scholarships**

**My Opportunities**

**My Scholarship News**

**My Resources**

**STEP 14: DO NOT ANSWER THIS ESSAY**

**My Information - Unusual Circumstances**

**My Information**

**Basic Information**

**Address**

**Describe how and when any unusual factors have influenced your achievement in school, work experience, or extracurricular activities.**

**Esperanza Scholarship.**

**Save and Continue**

**My Scholarships**

**My Opportunities**

**My Scholarship News**

**My Resources**

**STEP 15:** *You must request Transcripts from your counselor ahead of time, they must be in by the due date NO Exceptions.*

## My Information - Transcripts

### My Information

Basic Info

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Essay

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### Transcript Request

**Esperanza Scholarship Foundation Dollars for Scholars, Norco Dollars for Scholars**  
request(s) you provide transcripts.

Scholarships require the submission of a school transcript or at least verification by a school official. For High School transcripts, enter the name and contact information of the school official who verifies your academic record, such as a guidance counselor or registrar. Once you are finished, press the "Request Transcript Information" button to request a transcript.

Transcript Information from school official: **Requested**

[Delete This School Official](#)

[Send Reminder Email](#)

* School Official First Name	Alex
* School Official Last Name	Espinoza
* School Official Email Address	<a href="mailto:esperanzascholarshipfoundation@gmail.com">esperanzascholarshipfoundation@gmail.com</a>
* School Official Phone Number	909-000-0000

Please note: If you want to include additional transcripts from previous schools, please upload them to the Documents section. Check with your local Dollars for Scholars to see if unofficial transcripts are acceptable.

[Save and Continue](#)

[Save and Go To Dashboard](#)

### My Scholarships

### My Opportunities

### My Scholarship News



**STEP 16: DO NOT DO THIS REFERENCE, DO THE ONE FOR THE ESPERANZA SCHOLARSHIP****My Information - References****My Information****Basic Info****Address****Phone****Email****Education****Work****Interests****References****Help****Privacy****Terms****Feedback****Support****FAQ****Contact****Partners****Links****Help****My Scholarships****My Opportunities****My Scholarship News****My Resources****Dollars for Scholars**

Steps require the submission of a recommendation by your local Dollars for Scholars affiliate. Once you are in contact with your selected reference. Once you are in contact with your selected reference, click the "Request Recommendation" button to request a recommendation be submitted.

Reference: **Requested**[Delete This Reference](#)

* Reference Name	Alex
* Reference Address	Espinoza
* Reference Phone	99-000-0000
* Reference Email	alex@esperanzascholars.org
* Reference Relationship	Teacher

[Save and Look for Scholarships](#)[Save and](#)

**STEP 17:** You will find the application under “My Scholarships” you must complete the essay and reference by the given deadline. Remember to also push **APPLY**.

My Scholarships

My Information

Basic Info

Additional Info

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Class Rank

Test Scores

Activities

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Parent/Guardian Info

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Goals Essay

Unusual Circumstances Essay

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References

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My Scholarships

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My Scholarship News

Click Verify Eligibility for All Scholarships to see if there are any New Scholarships you match to.

Verify Eligibility for All Scholarships

Scholarships Applications Ready to Complete

If Questions or References button is highlighted red, please click and follow instructions. You must do this step BEFORE you are able to click the Apply button. **The apply button must be clicked BEFORE the close date in order to be eligible.**

**NOTE:** If you see a button that reads “no longer eligible”, then your profile or the scholarship requirements have changed and you are no longer eligible for that scholarship. To check this, click the “Verify Eligibility for all Scholarships” button at the top of this page.

Scholarship	Close Date				
Esperanza Scholarship Foundation Dollars for Scholars- High School Student2019 - 2019	03/22/2019	View	Questions	References	Apply

Scholarship America Partner Scholarships

Look here to search for additional scholarships from our scholarship partners.

Fastweb Scholarships

Scholarships I've Applied For

Below are the scholarships that you have submitted your application to for review.

Scholarship	Close Date
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Scholarships I've Been Awarded

**NOTE:** If you are COLLEGE student your scholarship should be named “Esperanza Scholarship Foundation Dollars for Scholars- College Student 2019”

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