Detailed Instructions

Scholarship America Dollars for Scholars

ALL DOLLARS FOR SCHOLARS
SCHOLARSHIPS ARE APPLIED FOR ONLINE
VIA THE DOLLARS FOR SCHOLARS STUDENT
PROFILE



Fairport-Perinton Chapter



PLEASE READ THIS PAGE BEFORE YOU BEGIN !!!

Before creating your Dollars for Scholars Application, you should have all of the following prepared:

1-Your basic information:

- -E-mail address and password (selected by you)
- -Academic Information
 - Transcript (with GPA & Rank copies available in GLIB)
 - Test Scores (SAT, ACT) AP scores are optional
 - Activity Resume

2-Your parent's information:

-E-mail address and phone number

Please
DO <u>NOT</u> E-MAIL
YOUR GUIDANCE
COUNSELOR

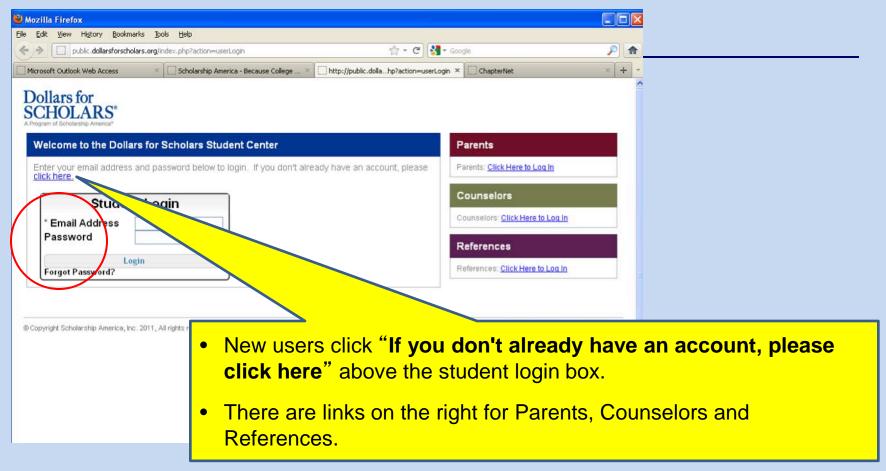
3-Counselor information for your transcript will be Mrs. Joanna Teasdale (in the FHS GLIB). Email Mrs. Teasdale (jteasdale@fairport.org) whenever the application asks for a guidance counselor/registrar information.

How do I begin the application process?

Go to http://fairport-perinton.dollarsforscholars.org and click on the 'Students' tab. At the bottom of the page, click on the 'Click to Login' button. Students set up their profile, submit essays, request transcripts and references all in this one place.



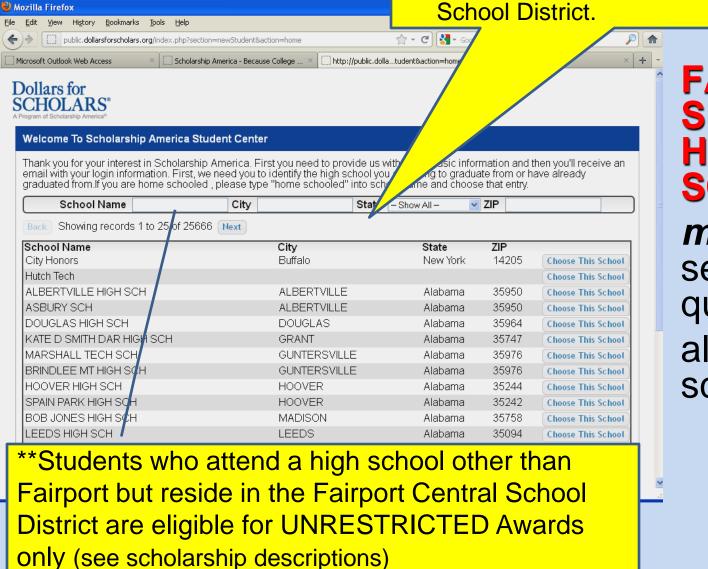
Student Access - Creating Your Profile



Note: Once you have created an account, you will log into your profile on this page!

Student Access – Creating your Profile

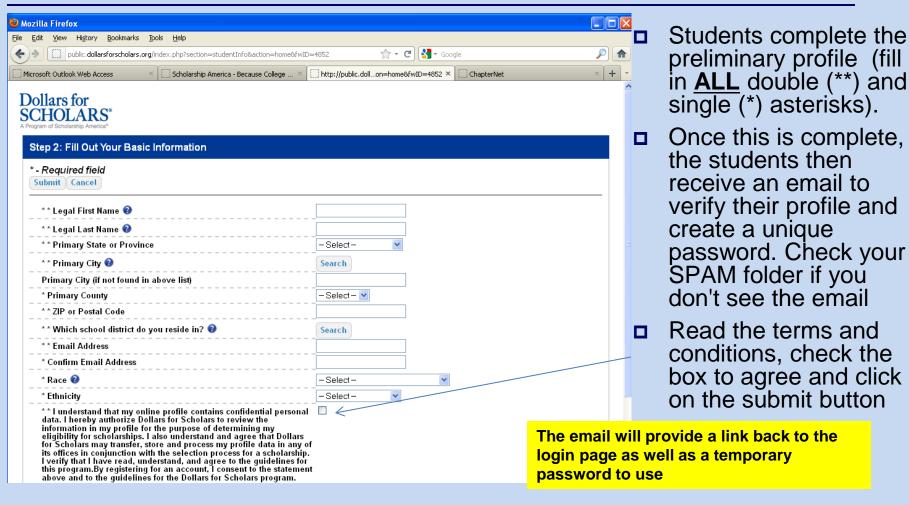
 To be eligible for DFS scholarships, you must either be registered as a FHS senior or a senior who lives in the Fairport Central School District.



FAIRPORT SENIOR HIGH SCHOOL

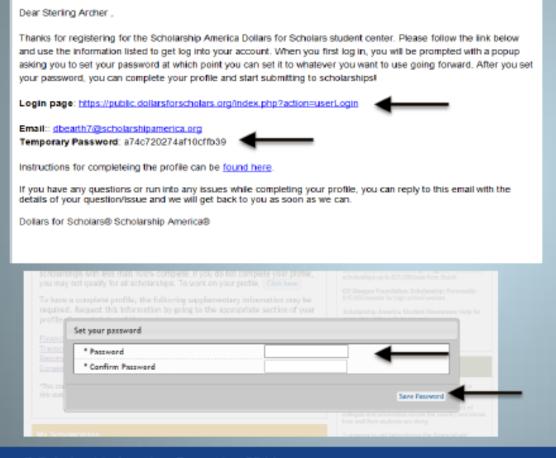
must be selected to qualify for all DFS scholarships!

Student Access: Creating your Profile



The email you will receive back will look like this

Email and Login Info



- The email you received will provide you a link back to the login page as well as a temporary password to use to get logged in.
- When you first log in using the info provided, you will be prompted with a popup asking you to set your password. Enter whatever password you want to use going forward and hit the Save Password button.

Welcome to the Student Dashboard

This is where you will go to start, or continue, to work on your student profile.

Scholarship America®



Welcome, 9 Your Char NY0378 - Vic NA9999 - Na

ck below to view their website



My Information

You still have an incomplete profile. You will reach 100% complete when a starred (*) items in each section are complete, however you may still apply scholarships with less than 100% complete. If you do not complete your may not qualify for all scholarships. To work on your profile, Click here

To have a complete profile, the following supplementary information may be required. Request this information by going to the appropriate section of your profile. Current status of these pieces are:

Financial Information (for method 3) from Parent or Guardian: Not started

Transcript Information from Counselor: Not started

Recommendation from Counselor or other Reference: Not started

My Scholarships

Check this section often, as scholarships open and close all the time. When new scholarships open for which you qualify, they will automatically populate this area. We recommend you check back weekly so that you do not miss any new apportunities.

My Opportunities

Look here for announcements from your Chapter

Scholarship America Student Resources: Help for every step of the college process.

Read More

My Scholarship News

Look here for news from Scholarship America

Top 99 Twitter Accounts Covering Financial
Aid: Follow these twitter feeds to learn about college
financial aid

June College Checklist for Graduating Seniors: The graduation invitations have been sent, and all that is left of high school may be giving handshakes, receiving diplomas and accepting well-deserved awards. Congratulations! You are on your way!

June College Checklist for Juniors: High school graduations, N.B.A. finals, the first days of summer

Student Dashboard

As you move through the application, the dashboard on top will indicate the percentage completed. This page will also show the status of your recommendation, financial, and transcript information.



, Student Testtwo or Chapter Matches click be NY0378 - Victor Scholarship Program NA9999 - National Scholarships - DFS

My Information

Your profile is 10% complete.

You still have an incomplete profile. You will reach 100% complete when all the starred (*) items in each section are complete, however you may still apply for scholarships with less than 100% complete. If you do not complete your profile, you may not qualify for all scholarships. To work on your profile, Click here

To have a complete profile, the following supplementary information may be required. Request this information by going to the appropriate section of your profile. Current status of these pieces are:

<u>Financial Information</u> (for method 3) from Parent or Guardian: **Not started**Transcript Information from Counselor: **Not started**

Recommendation from Counselor or other Reference: Not started

My Scholarships

My Opp

Look here

Scholarshi every step (

Read More

My Scho

Look here

Top 99 Twi Aid:Follow i financial aid

June Collet graduation left of high s receiving di awards. Co

June Collec

My Information

Your profile is 90% complete.

You still have an incomplete profile. You will reach 100% complete when all the starred (*) items in each section are complete, however you may still apply for scholarships with less than 100% complete. If you do not complete your profile, you may not qualify for all scholarships. To work on your profile, Click here

To have a complete profile, the following supplementary information may be required. Request this information by going to the appropriate section of your profile. Current status of these pieces are:

Financial Information (for method 3) from Parent or Guardian: Requested
Transcript Information from Counselor: Requested
Recommendation from Counselor or other Reference: Not started

My Scholarships

Check this section often, as scholarships open and close all the time. When new scholarships open for which you qualify, they will automatically populate this area. We recommend you check back weekly so that you do not miss any new opportunities.

My Opport

Look here for a

Scholarship An every step of the

Read More

My Schola

Look here for r

Top 99 Twitter Aid:Follow thes financial aid

June College C graduation invit left of high scho receiving diplor awards, Congra

June College C graduations, N. and the last day wrapped up in f also offers man continue the col

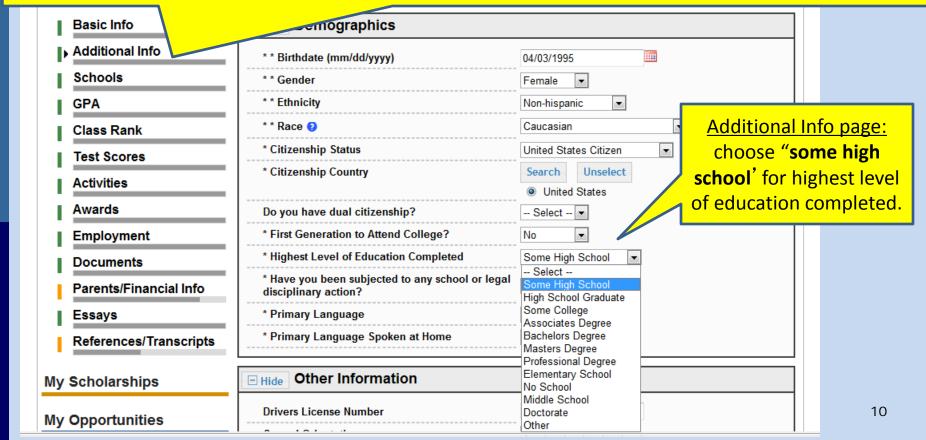
Read More

Student Profile/My Info: Additional Info

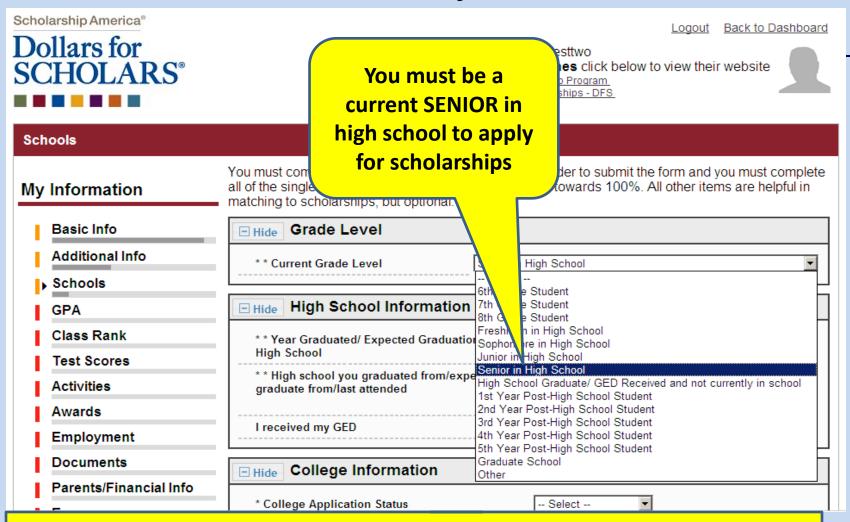
<u>IMPORTANT!!</u> You MUST fill out ALL double (**) and single (*) asterisk questions to get 100% on your dashboard. Next to each category, it will show 'green' if all info is completed. It will show 'yellow' if partially completed. It will show 'red' if not started.

NOTE: The ONLY category that it is okay to not have green is "Parents/Financial Info."

Transcript and One (1) Letter of Reference are required for all applicants. Additional letters of reference may be required for specific scholarships (see scholarship descriptions)



Student Profile/My Info: Schools



There are scholarships that are keyed to a particular college (i.e. SUNY, trade school, etc.) OR major. Be accurate and thorough when completing your profile to give yourself the most opportunities.

Student Profile/My Info: GPA

Choose: 'I have high school GPA information only'

<u>,</u>	mormanon	matching to scholarshi	ps, but optional.	-		
ī	Basic Info	** GPA information a	vailable I have high scho	=		
	Additional Info	My school does not calculate GPA on a 4.0 scale My school uses weighted GPAs Grade 9 GPA (2) /4.0				Choose: 'My school does not calculate
i	Schools					
į	GPA					
	Class Rank	Grade 10 GPA 2			/4.0	GPA on a 4.0 scale'
	Test Scores	Grade 11 GPA 2			/4.0	
i	Activities	Grade 12 GPA			/4.0	
ı	Awards	* * Cumulative HS GP	PA 👩	3.9	/4.0	
į	Employment		ages to a 4.00 Scale e is standard at most hig erages on a 100% scale	You only need your cumulative HS GPA (not		
d	Documents Parents/Financial Info		to ask an administrator			
ł	Essays References/Transcripts	4.00 = 98-100% 3.90 = 96-97% 3.80 = 93-95% 3.70 = 91-92%	2.40 = 78% 2.30 = 77% 2.20 = 76% 2.10 = 75% 2.00 = 73% 1.90 = 72% 1.80 = 71%			individual grade GPAs (9 th , 10 th , 11 th .) <u>Use</u> the conversion chart that pops up to input a
Му	Scholarships	3.60 = 90% 3.50 = 89% 3.40 = 88%				
	Opportunities Scholarship News	3.30 = 87% 3.20 = 86% 3.10 = 85%	1.70 = 70% 1.60 = 69% 1.50 = 68%			GPA out of 4.0
iviy	Scholarship News	3.00 = 84% 2.90 = 83%	1.40 = 67% 1.30 = 66%			

Seniors can access their current GPA on their transcript or Naviance.

Class Rank

Scholarship America®

Dollars for

 Dollars for SCHOLARS®

Welcome, Stu Your Chapte NY0378 - Victor S NA9999 - Nationa For this section:

- 1. Yes, FHS does rank students
- 2. FHS uses the "integer system"
- 3. Your class rank is a numerical number 1 through 506 (available on transcript)
- 4. Your current 2018 graduating class size is 506

Class Rank

My Information

- Basic Info
- Additional Info
- Schools
- GPA
- ▶ Class Rank
- Test Scores
- Activities
- Awards
- Employment
- Documents
- Parents/Financial Info

You must complete all the double starred (**) items in order to submit the form all of the single starred (*) items to move your progress towards 100%. All oth matching to scholarships, but optional.

* Does your school rank students?

* What system does your school use?

Ranking System If Other

* Class Rank ?

* Class Size

* Class Siz

Save and Continue | Save and Go To Dashboard

Your transcript will have your class rank. You may pick up a copy of your transcript in the Guidance Library.

ust complete re helpful in

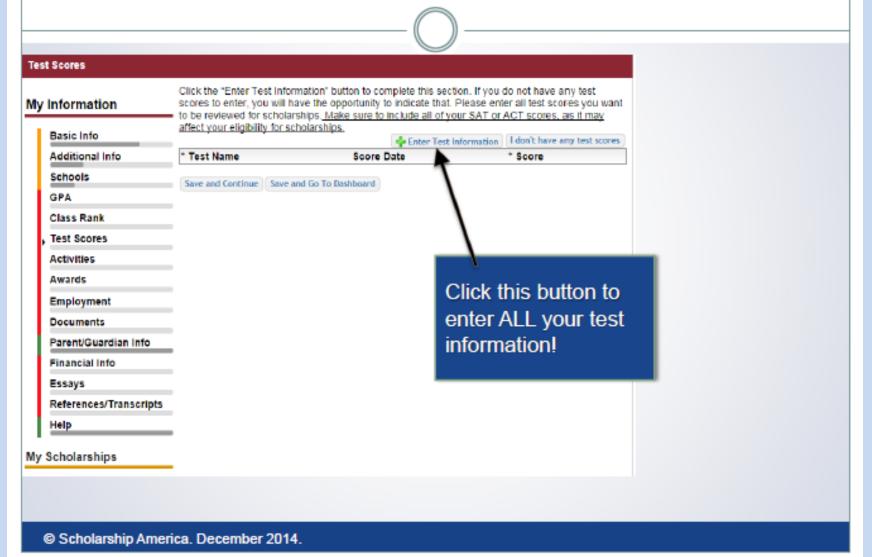
Student Profile/My Info: Awards

For the next 5 categories (test scores, activities, awards, employment, documents), add ALL pertinent information.

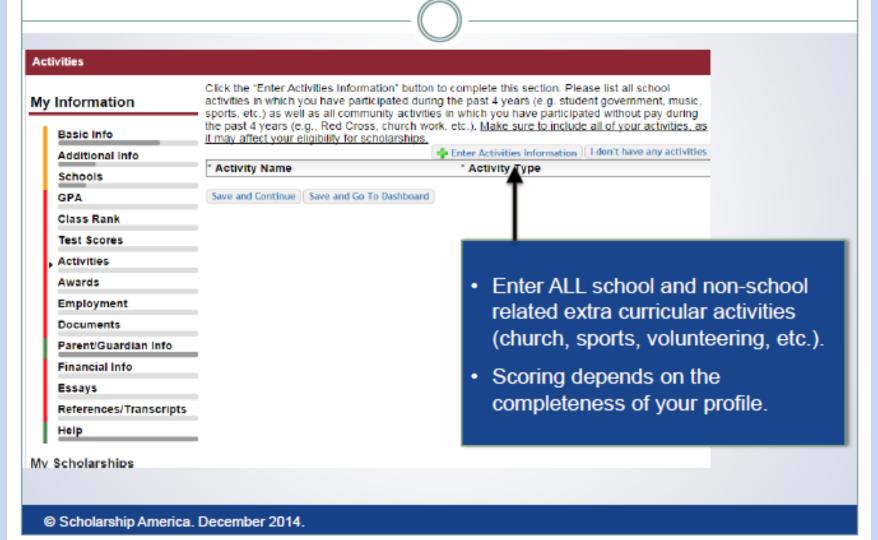
The more information you include, the more likely you are to qualify for scholarships.

Awards Scholarships that make decisions based on need use a combin as cost of college, family income, and other financial resources to assess ncial need. Please My Information enter all of the monetary awards you have received in preparal -secondary education. This includes all of the scholarships and other awards you will be do pay for your education. Basic Info I don't have any awards Enter Awards Information **Award Name** Additional Info Schools Save and Continue Save and Go To Dashboard GPA Class Rank **Test Scores** If you don't have any information to add to Activities any of those 5 categories (test scores, Awards activities, awards, employment, documents), click "I don't have any" **Employment** Otherwise, the category Documents will remain incomplete. Parents/Financial Info Essays References/Transcripts

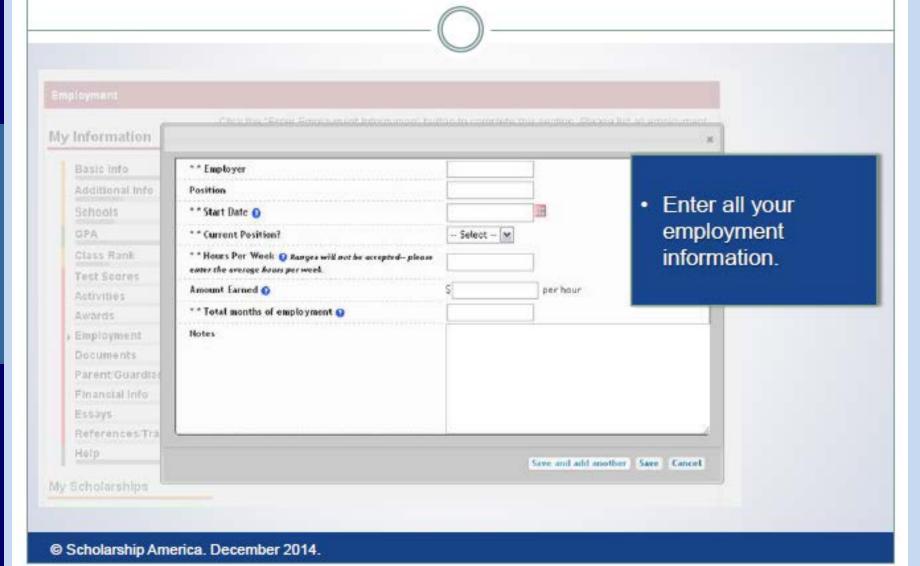
Student Profiles/My Info: Test Scores



Student Profile: Activities

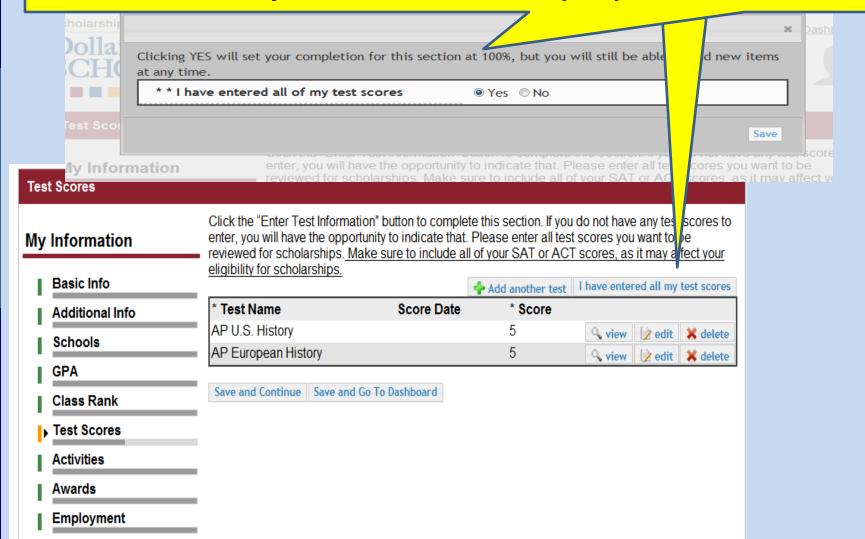


Student Profile/My Info: Employment



If you do fill in information, make sure all 5 categories (test scores, activities, awards, employment, documents) indicate 100% completion (green bar) by clicking 'yes' in the pop-up window or clicking on 'I have entered all my ...'

NOTE: If you <u>only</u> click 'save and continue' without indicating you entered all information, the bar will stay on yellow.

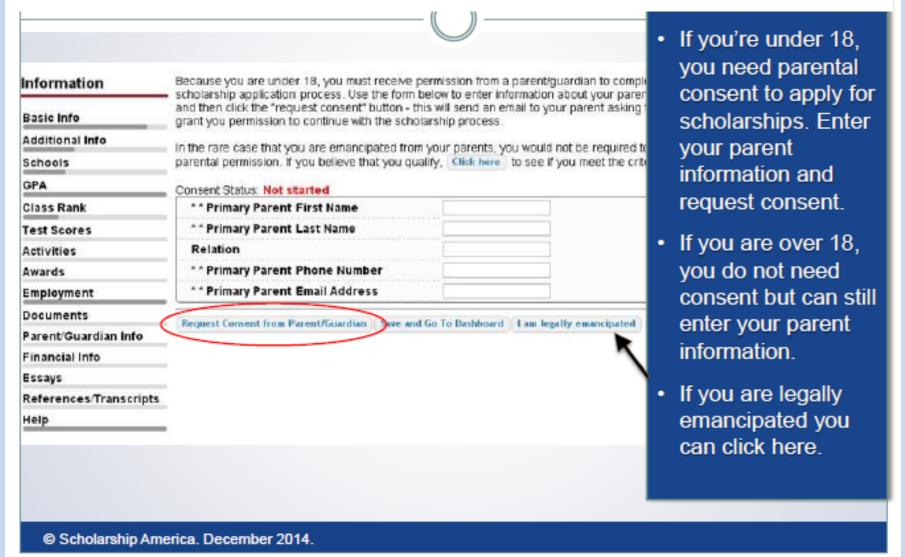


Financial Info

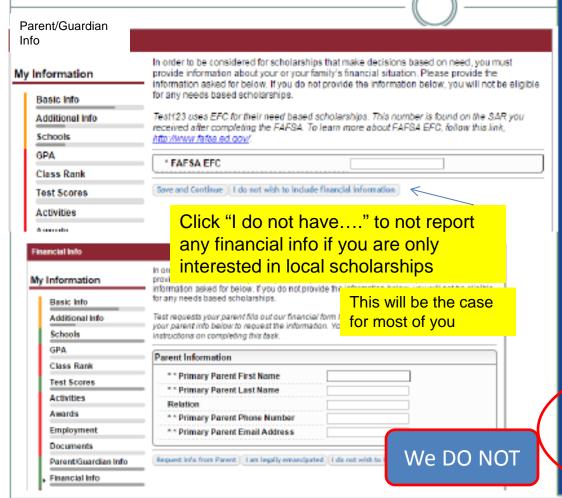
Two things to note under 'Financial Info':

- 1. If you are still under 18 years old when filling out the application, you must get <u>parent permission</u> to submit your application. To do this, you must input your parent email and submit a request to get their info. When your parent logs in, there will be a portion in which they must grant consent.
- **2. "Financial Info" is not required for the parent/guardian**, but again, a parent must give permission through *this portion of the application* if the applicant is still under 18 years old. For **Local** Dollars for Scholars scholarships Fairport scholarships are not need based therefore, financial info is **NOT REQUIRED**.

Student Profile/My Info: Parent/Guardian Information



Financial Information



- In order to be considered for need based scholarships, you need to provide financial info.
- What you see in this section depends on what your local chapter asks for. You may be asked to provide your EFC or your parent's information they can provide more detailed financial information.
- If your local chapter does not use financial info, the instructions will inform you of this.

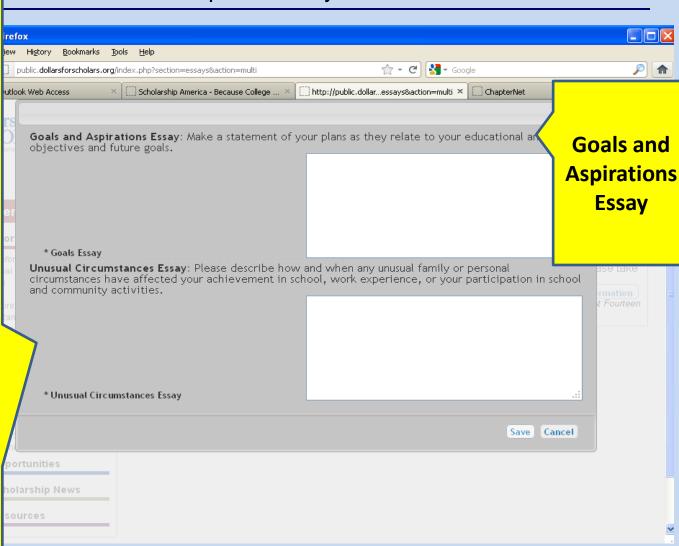
Scholarship America. December 2014.

Student Profile/My Info: Essays

Fairport-Perinton Dollars for Scholars DOES require students to

submit **BOTH** required essays listed below

The "Unusual **Circumstances** Essay: type a brief essay (approx. two double spaced typed pages) that tells us something specific about yourself that is UNIQUE and not reflected in the rest of the application. Please include any unusual or personal circumstances that have affected your academic achievement, work, or participation in school and community activities (i.e. illness, death, personal struggles, change in family, parent job loss, etc.)



Student Profile/My Info: Transcripts and References

The Counselor e-mail you need to upload your transcript is: Mrs. Joanna Teasdale(in the GLIB) iteasdale@fairport.org - NOT your personal counselor

	tododdiocit		di personal edanselor			
-			•			
ı	Test Scores	* Counselor/Registrar First Name	Joanna			
ı	Activities	* Counselor/Registrar Last Name	Teasdale			
	Awards	* Counselor/Registrar Email Address	jteasdale@fairport.org			
ı	Employment	* Counselor/Registrar Phone Number	585-421-2108			
i	Documents	Please note: If you want to include additional transcripts from previous schools, please upload them to the additional documents area (unofficial is fine).				
I	Parent/Guardian Info	Recommendation Request				

Financial Info

References/Transcripts

Essays

Scholarships require the submission of a recommendation by a person of your choosing. Please enter the name and contact information of your selected reference. Once you are finished, press the "Request Recommendation" button to request a recommendation be completed.

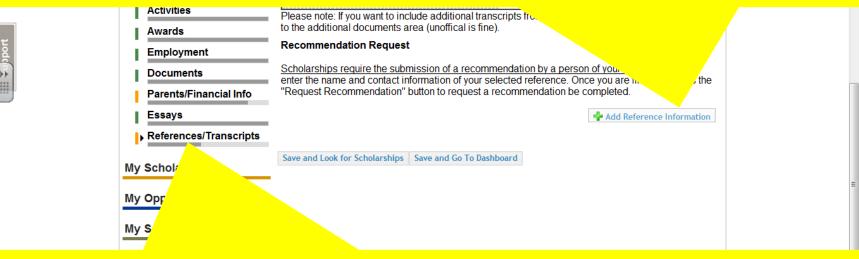
Once Mrs. Teasdale's info is submitted, you must click on the 'request transcript info' button to send a transcript request.

Student Profile/My Info: Transcripts and References

Note: Students are required to submit at least one reference for Fairport-Perinton Dollars for Scholars scholarships. Some scholarships may require an additional reference (see scholarship description). Transcripts ARE mandatory.

You are advised to request a reference(s) from your counselor, a teacher or other professional adult who can speak highly on your behalf.

BE SURE to ask the person ahead to time if they would be willing to fill out a reference for you and let them know they will receive your request via email and must submit their letter online.

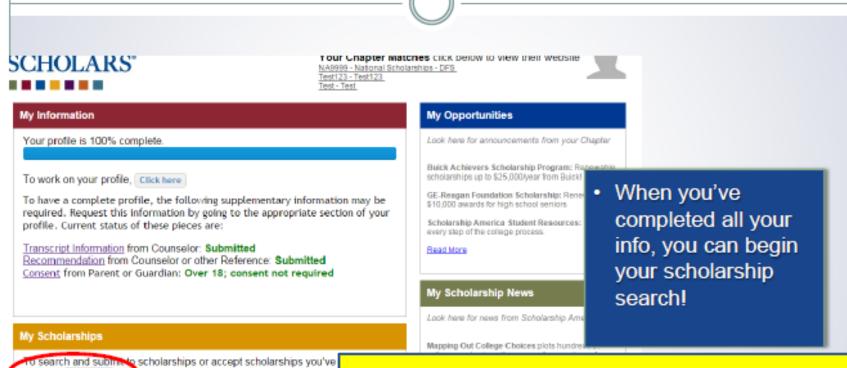


NOTE: If you do not request a reference, the dashboard will not be 100%. The bar for references/transcripts will remain yellow and your application will be incomplete!

Almost done

Once you have completed all sections of the application, you can begin search for scholarships

Student Profile/My Info: Finding Scholarships



awarded Click Here

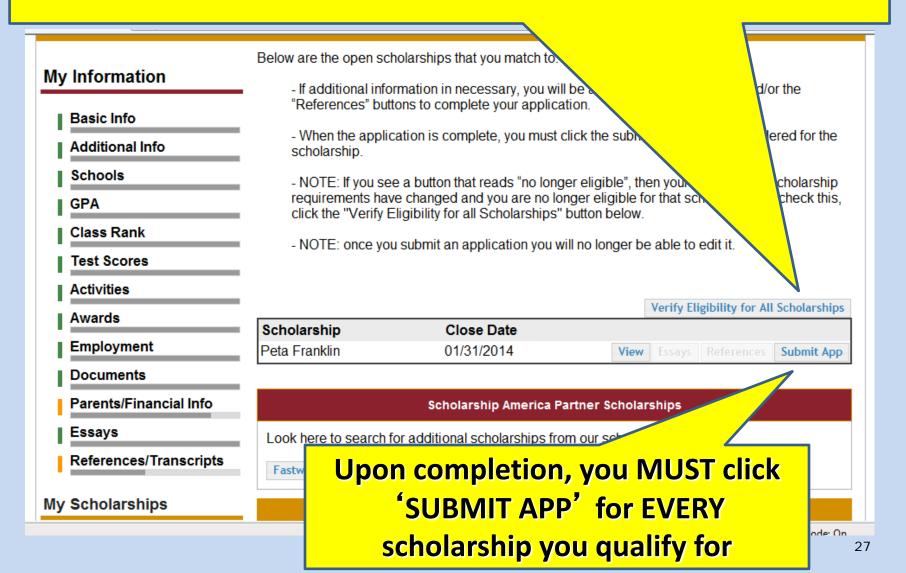
Check this section often, as scholarships open and coscholarships open for which you qualify, they will automate. We recommend you check back weekly so that you do not me opportunities.

Scholarship America. December 2014.

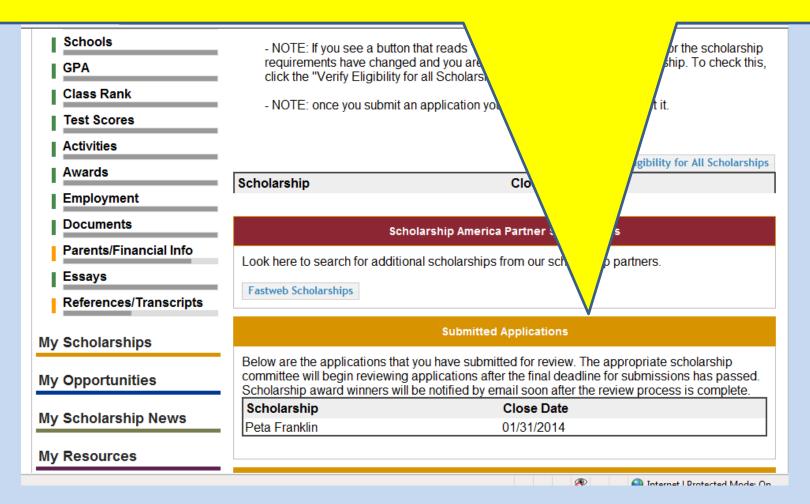
On the login page, under 'My Scholarships,' select 'Click Here' to view any and all scholarships you qualify for.

NOTE: Please realize that scholarships may show up at a later date, so consistently check back.

Here you can view any scholarships that you <u>MAY</u> qualify for. Click "verify eligibility for all scholarships" to answer possible qualifying questions. You might also need to add additional information, like an additional essay or a reference, if those buttons are visible.



You will then see a list of scholarships under 'submitted applications.' The committee will review all eligible applications in the spring and you will be notified if you have been awarded a scholarship.



Student Profile/My Scholarships: Submit App

0

Below are the open scholarships that you match to.

NOTE: You must submit to a scholarship in order to be eligible for it.

NOTE: Some scholarships require additional information from you before you will be able to submit. This will be indicated by an active Essays or References button. Click on the active buttons, complete the information and the Submit App button will activate. If the Essays and References buttons are not active on a matched scholarship, no additional information is required.

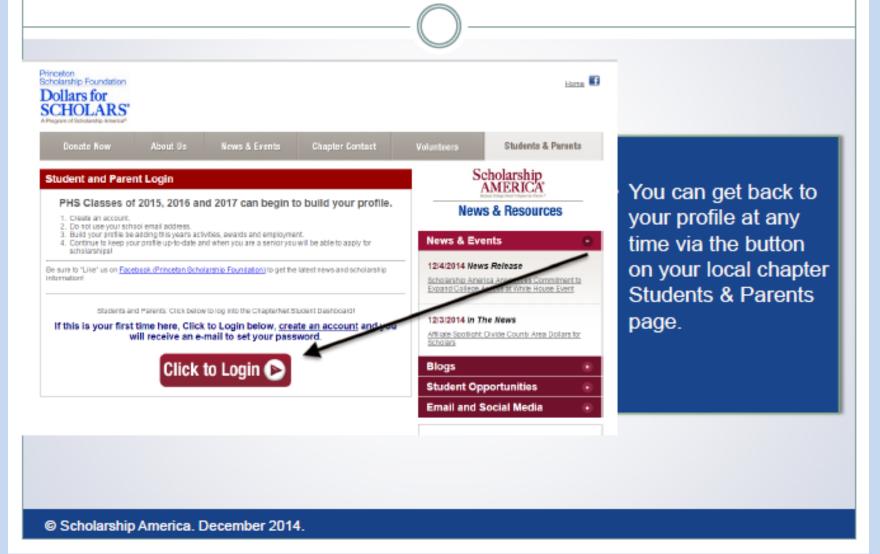
NOTE: If you see a button that reads "no longer eligible", then your profile or the scholarship requirements have changed and you are no longer eligible for that scholarship. To check this, click the "Verify Eligibility for all Scholarships" button below.

Scholarship Close Dake
Community Service Award - 2015 12/31/2014 View Essays References Submit App leadership - 2015 12/31/2014 View Essays References Submit App Chapter Name
Test Questions References Documents

- Additional essay or reference information may be required before submitting some applications for certain scholarships. The Submit App button will activate once these are complete.
- If no further info is required, the Submit App button will already be active and available to click.
- To submit for a scholarship, you MUST click the "Submit App" button!

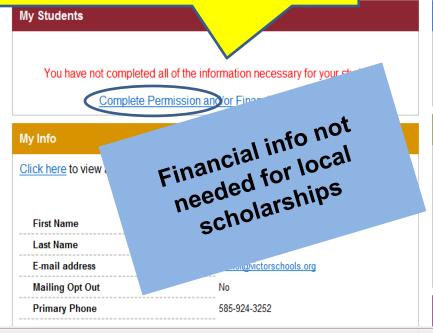
Scholarship America. December 2014.

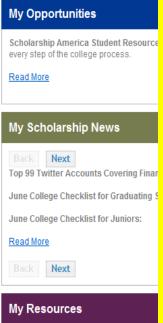
To obtain access to your profile



Parent view

If your child is under 18 yrs old when filling out the application, you must grant them permission to submit their application.





A Internet | Drotect

* * * Parents will be sent an e-mail with a link to set up their password. ☐ This is where financial information is included *if* necessary for need-based scholarships. Only EFC

Parent View

Click 'submit financial info' to finalize this category

Dollars for SCHOLARS®

Parent Center

My Students

My Information

My Opportunities

My Scholarship News

My Resources

My Students

If your student is under 18, they can not complete their scholarship application propermission. Please click the "grant consent" button below to allow your student to a scholarship money available through Scholarship America and its partners.

In order for your student to compete for scholarships based on financial need, you must family financial information. This information will be kept strictly confidential and will no by anyone but you. The information will be used in calculations (similar to the FAFSA) to suggested family contribution which will be used to determine relative need. The only not to anyone other than you will be that final suggested family contribution amount.

If the "submit financial info" button is NOT highlighted, you have skipped a required section of the financial form. Please check the form for omissions and add the missing information.

applicants

Student Test #1 33539

Enter Financial Info

Submit Financial Info

to Dashboard

h out your

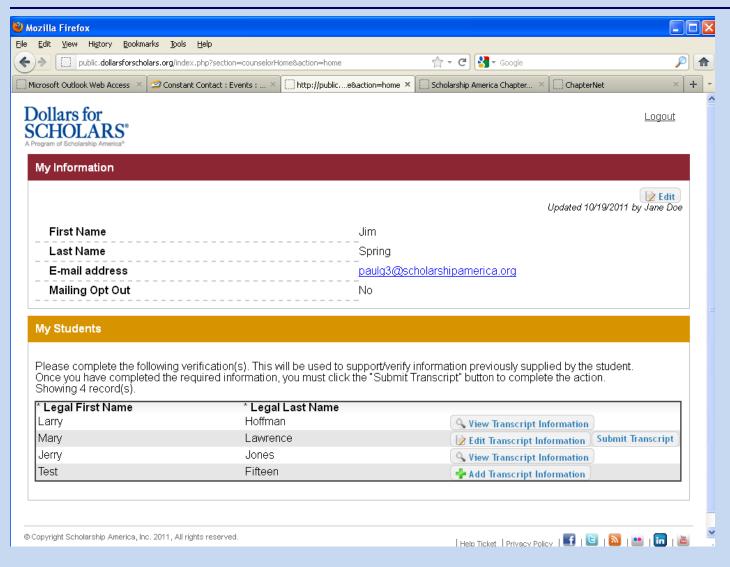
for

Dollars for Scholars is not need-based.

No financial information is needed to complete our application.

32

Guidance Dept. View



FHS's
Guidance
Department
will submit
your
transcript
securely on
this site.

Reference View

