# Guide to DFS NEW VISION & JUDGE EBERLEIN "SECOND CHANCE" Scholarships

**What is Shawano Dollars for Scholars?**

Shawano Dollars for Scholars® is a locally run, non-profit, organization promoting post-secondary education by providing local scholarships to graduating seniors & returning adults who live in the Shawano Community School District. Established in 1996, Shawano Dollars for Scholars has awarded thousands of scholarships. We are part of a network of over 500 affiliates of the Scholarship America Dollars for Scholars program.

The Shawano chapter of Dollars for Scholars expands the opportunities of Shawano high school graduates and adults seeking to return to college or tech school by working in partnership with organizations, businesses, and individuals to raise funds for graduates seeking scholarships. Scholarships are awarded in a fair and objective manner to deserving students.

**Who qualifies for a scholarship?**

The Shawano DFS "*New Vision*" (Adults returning or beginning a two year or four year degree program and have not earned a bachelor's degree) OR *JUDGE EBERLEIN "SECOND CHANCE"* (This Scholarship is in honor of the Honorable Michael G and Mrs. Joanne S Eberlein, this award provides individuals a "Second Chance" to complete an education for improved employment. This is for a non-traditional or at-risk student who was unable to continue their education right out of high school. Any returning adult with an Associate's degree or a Bachelor's degree, or who has received an award from Shawano Dollars for Scholars in the past, is not eligible for this scholarship.)

Both require:

- A high school or alternative school program graduate or have acquired a HSED/GED diploma or equivalent more than 7 years ago

- Reside within the boundaries of the Shawano School district for the most recent three years

- Entering or returning to a two year or a four year accredited school program

- Have not received a DFS scholarship in the past

Applications accepted year-round and due by May 1st of each year.

$1500 scholarships

Opens on October 1st of each year, with a deadline of May 1st of each year. (Shawano Dollars for Scholars currently does not offer scholarships for those who have already received a bachelor's degree)

**How do I apply for a scholarship?**

Your profile is filled out using Scholarship America's online tool, ChapterNet. Please note that your personal data is highly secure and only a small number of Shawano Dollars for Scholars Board Members will have access to your data for the purposes of scoring and awarding scholarships.

**Completing and Applying for Scholarships**

Dollars for Scholars Awards are competitive. To give yourself the best possible chance to win a scholarship, you must fill out an online profile completely and accurately and submit your profile during the application process for scholarships.

*There are three steps in the application process:*
> 1) Set up your initial profile account
> 2) Complete your Profile
> 3) Apply for Scholarships. Your profile should be complete before you submit it for any scholarships.

**Step 1. Directions for Starting a Student Profile**

• Go to http://shawano.dollarsforscholars.org

• Click on the grey "Student & Parents" tab near the top right-hand corner. Click the maroon button that says "Click to Login"

• To create a new account, click the link after "If you don't already have an account, please click here" MAKE SURE YOU USE A VALID EMAIL ACCOUNT THAT YOU CHECK OFTEN. Important announcements, reminders and deadlines will be sent to this email account. We highly recommend adjusting your spam/junk mail account to accept emails from our email account: support@scholarshipamerica.zendesk.com. *Note that the name of the person sending the email may be from anyone one our Dollars for Scholars Board.

• Enter "Shawano Community High School" in the High School Name box and you will see the high school appear below. Click "Choose This School."

• Fill out your basic information. Anything with a double asterisk (**) is required to complete the profile. Enter "Shawano" for City and School District enter: "Shawano Community School District".

• Make sure your address, phone number and email address are accurate. Update as needed to receive correspondences.

• Check the box authorizing your understanding of how your data will be used.

• Click Submit.

• A message to your email inbox with your temporary password. If you don't see the email, check your spam or junk mail folder. If you don't receive the temporary password email, click gray support tab to the left of the login screen OR call 877-900-8201 for assistance.

• Go to public.dollarsforscholars.org and log on with your email address and your temporary password. Set your password to something you will remember for future reference and keep because you will need to log back into your account several times during the application process. Application does not need to be filled out in one sitting.

**Step 2. Directions for Completing a Profile**

After you log on you will see the Dashboard page. The Dashboard is your summary of your profile completion and your scholarships. Under My Information bar: you will see a "Click Here" button to work on your profile. Click this button to begin. REMEMBER DOLLARS FOR SCHOLARS SCHOLARSHIPS ARE COMPETITIVE AND IT IS IN YOUR BEST INTEREST TO BE AS SPECIFIC AND ACCURATE AS POSSIBLE. When your application is scored, it is based on information you entered on the profile. Anything with a double asterisk (**) is required to apply for scholarships by the ChapterNet System. Please read through instructions below for what is required by our scholarships. There are several sections to the profile. You can "save and continue" and you can save and come back to later to complete your profile.

**Directions for Student Profile Fields to be completed for Shawano Dollars for Scholars**

These are the fields that should be UPDATED and filled out completely before you submit your profile to a matched scholarship. Each number corresponds to the left-hand menu on the student dashboard. REMEMBER TO CLICK SAVE AND CONTINUE AS YOU MOVE THROUGH THE PROFILE TO SAVE YOUR INFORMATION.

**1) Basic Info:** any field that has a **, click save and continue.

**2) Additional Info:** Demographics: any field that has a **, click save and continue.

**3) Additional Info:** Other Information: *Not required*, click save and continue.

**4) Schools:** Grade Level: any field that has a **, click save and continue.

**5) Schools:** High School Information: any field that has a **, click save and continue.

**6) Schools:** College Information: Intended College 1; Intended College App Status 1; what type of post-secondary institution (if any) are you attending/plan to attend? Intended/Current College Major 1; Student will be enrolled, click save and continue.

**7) GPA:** These are *not* used to award the Scholarship, just click on Save and Continue.

**8) Rank**: *answer "no"* to "does your high school rank students?" click save and continue.

**9) Test Scores:** These are *not* used to award the Scholarship, just click on Save and Continue.

**10) Activities:** When you get to the Activities section, it is very important you be as specific as you are able. Each of these should include volunteer activities. Each activity should be entered separately. For number of years, it should be for the last 5 years. Click the green plus (+) sign at the top to indicate you have activities to enter. Click "I don't have any activities to enter" if you don't have any activities. Here are some tips:

> i. For example, if you were a section qualifier in swimming this past school year, while you were attending college, you would have one entry under awards, honors, activities.

> ii. For Community Service, this is anything you did in the community for which you were not paid or compensated. It was a volunteer position. Remember to list each service opportunity separately to maximize your point scoring.

> iii. It is worth the time and investment to enter as many of these as you are able and to be specific.

**11) Awards:** this section records all financial and academic/merit awards NOT tied to a specific activity that were received in the last 5 years. For example, making the Dean's list/Honor Roll, winning other financial scholarships or monetary money. Click green plus (+) sign to enter awards or click "I don't have any awards"

**12) Employment:** this section records any employment you held during the last 5 years. Click green plus (+) sign to enter employment or click "I don't have any employment"

**13) Documents:** If you do not have a FAFSA score, or college transcript, then you would not attach anything to this section.

**14) Parent/Guardian Info:** Click on "I choose not to include my parents' information"

**15) Financial Info:** Shawano Dollars for Scholars does not require you to enter financial information.

**16) Essays:** The Goals and Aspirations Essay is <u>REQUIRED</u> for our scholarships. Be as specific as you can in stating your goals and put some time and effort into a well thought out essay. The Unusual Circumstances Essay should only be filled out if you have a unique or unusual circumstance that you want the awards committee to know about. For example: a health issue, an extreme family situation, job loss, homeless, death in family, etc.

**17) References/Transcripts:** Reference Request: You are also <u>*not required*</u> to have a reference, but it is recommended that you get 1 reference from a teacher/employer/coach/activity leader. It may not be a relative, friend or school counselor. Enter the name and contact information of the reference. Your reference will be sent an email with an online form to complete their recommendation. You should make sure that your reference knows you have requested this and you should complete this step at least two weeks before the deadline of May 1 to allow time for your reference to complete his/her recommendation!

**Click on "Save and Look for Scholarships"**

**Step 3: Applying for Scholarships**

Based on answers to some qualifying questions, it will show which scholarships you qualify for. If you have exited out, and are logging back in, on your dashboard page, look under the Yellow bar: My Scholarships. "To Search and Submit to scholarships or accept scholarships you have been awarded".

If you matched to any Dollars for Scholars Scholarships, they will appear.

**New Vision** scholarship is for those who have not earned a Bachelor's degree upon graduation from High School.

**The Eberlein "Second Chance"** scholarship provides individuals a "second chance" to complete an education for improved employment. Intended for vocational, technical and two-year programs.

The New Vision/Eberlein Scholarships requires you to click on the "Questions" box located next to the scholarship. You will then need to answer the following questions to be eligible:

- Do you currently live in and have you resided within the boundaries of the Shawano Community School District for the past three years?

- Would this be the first time you receive a scholarship from Shawano Dollars for Scholars?

- Did you graduate from High School MORE than Seven years ago?

- Is it correct to say that you have NOT completed a Bachelor's degree?

- Click "Submit" Button.

*You should only submit to scholarships when all of Step 2 above is finished and you completed your profile. Once you submit, your profile cannot be changed for the purposes of scholarship application.*

**PROFILES FOR THE SCHOLARSHIPS CAN BE ACCEPTED YEAR-ROUND, HOWEVER WE WILL ONLY DECIDE AND AWARD SCHOLARSHIP IN MAY, SO PLAN ACCORDINGLY.**

**Frequently Asked Questions**

**What if I forgot my username and password?**

The fastest way to get help is to click the grey "Support" tab on any page you are working on. How do I get help if I am having trouble? The fastest way to get help is to click the grey "Support" tab on any page you are working on.

**How do I contact the local Dollars for Scholars chapter?**

Go to the Shawano Dollars for Scholars web page and click on the "Chapter Contact".

**What if my email address changes?** Once you log into your profile, near the top of the page it will have a grey button that says "Click Here" to change your email address.

**What happens if I miss the application deadline of May at 11:59pm?**

Then you will not be eligible for our scholarships. Best advice is to start early to make sure you have plenty of time to complete the steps.

**If I apply, will I automatically get a scholarship?** No. Dollars for Scholars award are competitive. With that said, we do have a full range of scholarships for all kinds of abilities and interests and we typically give out 200 scholarships a year. Incomplete applications/profiles will not be eligible for an award.

**How does scoring work?** Except for your essays, all parts of your profile are scored automatically by the computer using a widely accepted rubric following guidelines set by Scholarship America. For example, leadership or participation in a activity will give you more 5 points. Point values are assigned to sections of your profile which is why it is very important to be as specific as possible. Essay scoring is done by trained members of the Dollars for Scholars chapter using a specific scoring rubric. You are only identified by a number to the scorer.

**Who has access to my information?**

The information you provide on the student profile is NOT public. Only certain members of the Dollars for Scholars chapter will see your information for the purposes of checking eligibility, scoring and awarding scholarships. The national office of Scholarship America Dollars for Scholars can also view your information. When you start the student profile, the permissions the student agrees to with the online profile prohibit anyone but Scholarship America or its affiliates from having access to the information.

Specifically, the student agrees to the following:

"I understand that my account and profile contain personal information that could be used to personally identify me ('"Pll"). This PLL may include my name, contact information, email, date of birth, gender, race, finances, education, and employment. By registering with this website, I consent to Scholarship America and its affiliates processing such data for the purposes of administering my account, processing my application, communication with you, and working to improve our processes and scholarship administration generally. I also understand that Scholarship America and its affiliates may transfer, store, and process my account and profile data to and in any of its offices in the United States of America in conjunction with these purposes. I verify that I have read, understand, and agree to Scholarship America's Privacy Policy. I understand that I may withdraw my consent to processing my Pll at any time by contacting Scholarship America, as described in the Privacy Policy. I understand that if I withdraw my consent at any time, that doing so may impact my ability to create an account, submit an application, and be considered for a scholarship. By registering for an account, I consent to the processing of my Pll by Scholarship America and its affiliates for the purposes described above.