

Student Instructions for Renewable (3 Year) Scholarship

We are pleased to announce a three year renewable need-based scholarship to be awarded in July, 2017 to a first year student (college/university/technical school) with \$1000 for year two, \$1500 for year three and \$2000 for year four.

To apply for the scholarship, begin by going to our website at willington.dollarsforscholars.org. The instructions for applying for this scholarship will be at the top of the home page under the "Attention College Freshmen from Willington" banner.

NOTE: BE SURE TO GET THE FIRST TWO REQUESTS STARTED IMMEDIATELY. THIS INFORMATION MUST BE SUPPLIED BY THE OFFICES AT YOUR INSTITUTION AND MAY TAKE THEM A FEW WEEKS. WE MUST HAVE THE LETTER OF STANDING AND THE TRANSCRIPT BY OUR DEADLINE.

1. Download the Request for Standing form:

- Download the [WSFDFS Request for Standing](#) form and complete the Candidate section.
- You will need to give the form to an appropriate official at your institution to complete and mail directly to WSFDFS postmarked by June 15.

2. Submit your official Transcript:

- Request your official transcript for the 2016-2017 academic year be sent by your college **DIRECTLY TO WSFDFS**.

3. Access or create your Student Profile:

- From the home page, click on **Students and Parents**.
- Click to **Login**.
- Access your profile. If you don't yet have one, create an account – Enter basic information and an email address where your login password will be sent and click "Submit." Use the emailed information to log in to the website to finish your profile.
- Click "Work on Profile" to access and update your profile.
- Respond to all the fields marked with an asterisk * and a double asterisk **
 - **Basic Info** – Fill in the required information. Click "Save and Continue."
 - **Additional** – Fill in the required information. Click "Save and Continue."
 - **Schools** – Fill in the required information. Click "Save and Continue."
 - **GPA** – Only the college GPA is required. This will be verified when we receive your transcript. Click "Save and Continue."
 - **Class Rank** – Answer "no"; click "Save and Continue."
 - **Test Scores** – We do not require ACT or SAT scores. Click "Save and Continue."
 - **Activities** – We do not require activities. Click "Save and Continue."
 - **Awards** – We do not require award information. Click "Save and Continue."
 - **Employment** – We do not require employment information. Click "Save and Continue."
 - **Documents** – Upload your Student Aid Report (SAR) from FAFSA. "Save and Continue."
 - **Parent Guardian Info** –if you choose to include it, enter the information and click "Save and Continue." Otherwise, click "I choose not include my parental information," and then click "Save and Continue."
 - **Financial Information** – Enter the EFC number found on your FAFSA Student Aid Report; click "Save and Continue."
 - **Essays** – We don't require essays. Click "Save and Continue."
 - **Transcripts and References** – We do not require references or uploaded transcripts. However, we do require you to have your institution mail to us your official transcripts for the full 2016-2017 academic year, postmarked no later than June 15. Click "Save and Look for Scholarships."

4. Apply for the WSF Dollars for Scholars Renewable Scholarship:

- Click either of the two "Submit" buttons.
- Click on "Verify Eligibility for All Scholarships."
- Answer the question about resident of Willington; click "Save." If you do not see this question, email us at **Willington@dollarsforscholars.com**.
- The WSFDFS 2017 Renewable Scholarship will be displayed. Click "Questions. Type your answers in the text boxes.
- Click "Save."
- Click on "Submit App."
- If you are satisfied with your application, Click "Confirm." A confirmation will be sent to your email.

Double check that you have ✓ received your confirmation email; ✓ submitted your SAR; and ✓ had your Institution submit your official transcripts and letter of standing to the WSFDFS, P.O. Box 194, Willington CT, 06279, by June 15th, 2017.