



Student Profile Information/Instructions

GET HELP:

At any point in the process, online help may be requested by clicking on the “support” tab at the bottom left of the screen.

You may also contact:

Kathy Waite at 317-340-3410
scholarships@hendricks.k12.in.us

Tri-West Dollars first awarded scholarships in 2011. Since then, over \$380,000 in scholarships have been granted to TWHS graduates, with an additional \$87,000 in matched scholarships – that’s over \$467,000!!! Now, we are here to help YOU because college and vocational training are expensive!

Getting started early with your profile will help you have a better chance at receiving a scholarship when you are a senior. Your completed profile will allow you to “match” to any local and national scholarships that you qualify for during your senior year. Please follow these instructions to set up and begin working on your profile.

YOU MUST USE GOOGLE CHROME AS YOUR BROWSER!

Underclassmen, please begin your profile now. It’s much easier to plug information in throughout high school, rather than wait until your senior year and try to remember it all. For now, concentrate on the following tabs: Activities, Awards, and Employment. You may also upload documents (i.e., Award Certificates) if you choose. Any uploaded documents are for your reference only, they are not required. You will update the other tabs during your senior year. ***Before 12th grade, there is no reason to enter financial information, write essays, seek online parental approval or upload transcripts.***

Please see below the instructions to help you create your profile.

Create a New User:

- 1) Log into the TWHS Webpage, click on \$4Scholars in the menu on the left of the home page. After the link opens, click on the Students & Parents tab and then “Click to login”
- 2) Select this option in blue “Don't have an account yet? Create one here.”

Enter “Tri-West” in school name field (hyphen required) and Tri-West High School will pop up. Next, click on “choose this school.”

Fill out your basic information on this page. ** items are required. When it asks which school district you reside in, type in “North West” and North West Hendricks School Corporation will populate. “**North West**” must be two words. When it asks for your email address, type in your school email address (@hendricks.k12.in.us). **Be sure it is correct!** After completing this page, check the box next to the paragraph in red, and click submit.

Click the “M” icon on your screen to log into your school Gmail account.

Look for the email from Scholarship America. Highlight only the password in that email, **no extra spaces before or after it**, copy that password. Go back to your \$4S tab or click on the login link within that email. Login to Dollars for Scholars using your school email and paste the provided password you copied. Verify your password by inputting your school password. Your school password is now your password. Once you are logged into the “My Dashboard” page, click on the Work on Profile button located just under the first paragraph of text.

Specific Helpful Profile Instructions:

This instruction form is also available under a link on the Student/Parent Tab.

Tabs to work on now: (continue filling out these tabs each year of high school)

Basic Info, Additional Info, Schools, GPA*, Activities, Awards, and Employment.

Only record information as of your freshman year. For scholarship purposes, only activities, awards and employment from 9th grade forward are considered.

Tabs to complete in 12th grade: (No need to work on these tabs until your senior year)

Class Rank*, Test Scores, Parent/Guardian, Financial Info, Goals Essay & Unusual Circumstances Essay.

Most of the profile is self-explanatory. However, here are a few hints that could help you during the process. When you have fully completed a section, you'll notice the colored bar to the left of the section heading will turn green. Completion of all sections is not required, but to receive the maximum benefit possible, it is suggested that students fully complete all sections before submitting scholarship applications.

*In the GPA Section, check the box that says “My school uses weighted GPAs”. Our grading scale is based on a 4.0 scale. Also select the “I have high school GPA information only.” option. You will be required to fill in a field to advance. Please input your current GPA. Save and continue. This is not necessary until your senior year, but it is a nice way to keep record of your cumulative GPA as your high school career progresses.

*In the Class Rank Section, “Yes” Tri-West does rank students. Choose the “integer” option.