



Guide to NEW VISION 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" Scholarship is for further education for an adult who did not enter a bachelor's degree program upon graduation from high school. The applicant must be:

- a high school or alternative school program graduate or have acquired a HSED/GED diploma or equivalent
- reside within the boundaries of the Shawano School district for the most recent three years
- is at least 25 years old.

Applications accepted year-round and due by May 1st and November 1st 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:** any field that has a **. For GPA, enter your College Cumulative GPA (not just your last semester) We do prefer that you use the Spring grades that you would have just received, however, if they have not issued before the **deadline of May 1**, please enter GPA for Fall grades. You will need to attach your transcript to the "Documents" section of the profile for your grades to count. You may use your unofficial transcripts from your school's website. If you have not started schooling yet, and will be going into your first semester, click on I don't have any GPA Information because my school does not calculate GPA, click 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 New Vision 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 Awards, Honors, Offices include things such as section or state qualifier honors, special awards or recognitions, captain, offices such as President, Treasurer, held etc. Keep clicking green plus to add in Awards, Honors or Offices. 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.

Once you have entered an activity, click Save and Add Another activity until you have completed all your activities. When completely done with all activities, click Save.

- 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 use your FAFSA EFC score**, you will need to attach a copy of your FAFSA score here. You can print the SAR page, (the last page that shows the EFC#) to a .pdf file and attach here. We will need this to confirm the EFC # that you will enter in the Financial Section. You will also attach the copy of your unofficial College Transcript here. 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. You can enter your FAFSA EFC number. If you do so, then also make sure to attach a screen shot of your SAR page from the FAFSA showing the number you have entered in this screen to the "Documents" section. If you did not complete the FAFSA, you can click on "I do not wish to include financial information" It will state "You have elected not to include financial information and agree that you will be ineligible for all scholarships requiring need."
- 16) Essays:** The **Goals and Aspirations Essay is REQUIRED 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 not required 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!**

Now 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. The New Vision Scholarship 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:

- Where will you attend college?
- What program will you pursue?
- 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 NEW VISION SCHOLARSHIPS CAN BE ACCEPTED YEAR-ROUND, HOWEVER WE WILL ONLY DECIDE AND AWARD SCHOLARSHIP IN MAY AND NOVEMBER, 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 March 15 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 150 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 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 online profile contains confidential personal data. I hereby authorize Dollars for Scholars to review the information in my profile for the purpose of determining my eligibility for scholarships. I also understand and agree that Dollars for Scholars may transfer, store and process my profile data in any of its offices in conjunction with the selection process for a scholarship. I verify that I have read, understand, and agree to the guidelines for this program. By registering for an account, I consent to the statement above and to the guidelines for the Dollars for Scholars program, and I consent to receive relevant electronic communications from Scholarship America.”