

2024 Scholarship Application Checklist

Go to <https://public.dollarsforscholars.org/index.php?action=userLogin> to login and update your student profile.

IMPORTANT: Do **NOT** complete the **Transcripts** section until **AFTER** 2023 first semester grades have been posted.

The deadline to submit your application is **March 15, 2024**. Late and incomplete applications will NOT be accepted. Use this checklist to ensure you have taken all steps to complete your application.

- Is your profile listed as 100% complete (after first semester grades have posted)? After you login, choose **Work on Profile**. Each completed section under **My Information** will have a green vertical bar to the left of the section name.
- When completing your Profile, please provide a personal email address other than your high school email address. High school email addresses are typically not valid after graduation; making it difficult for us to communicate with you.
- In the **Schools** section, did you select that you will be enrolled Full Time at a 2-year college or 4-year college, or Full Time or Half Time at a Vocational-Technical School as your post-secondary institution? This should be the type of institution you plan to attend in the 2024-25 school year. Scholarship Assistance Fund (SAF) scholarships are only available to Full Time undergraduates and Full Time or Half Time vocational students.
- Did you complete the **Goals Essay** and our custom question about a **Life Experience** using 150 words or less? Points are deducted from essays that exceed this limit. The **Life Experience** question can be found in the **My Scholarships** section. Select the **Questions** button next to our chapter name, Scholarship Assistance Fund Dollars for Scholars.
NOTE: The **Unusual Circumstances Essay** will NOT be considered. You may need to complete this essay if you are applying for other chapter or national scholarships from Scholarship America, but our evaluators will NOT see your **Unusual Circumstances Essay**, and other scholarships to which you apply will not see your **Life Experience** answer.
- Special note for vocational students: The Goals Essay is NOT required. There are 3 questions you should answer instead of completing the essays. Keep your responses brief and make sure they address the topic.
- Did you enter your **FAFSA SAI** in the **Financial Info** section?
- Did you upload your 2024-25 FAFSA Submission Summary using the **Documents** section of the application? (NOTE: 2023-24 SAR's will not be accepted)
- For current high school seniors, did you verify that your school official uploaded your high school transcript AFTER first semester 2023 grades are posted? (NOTE: enter your counselor's e-mail address in the **Transcripts** section AFTER first semester 2023 grades are available. Check back here to see if your transcript has been uploaded).



- GPA Section: Indicate whether GPA information is available to you. If yes, only complete the bottom two questions in this section; Cumulative Weighted HS GPA and Cumulative Heighted GPA Scale. Do **not** complete the GPA by grade level; our evaluators will not use this information.
- For post-high school students, did you upload your official final high school transcript and college/vocational school transcript(s) to the **Documents** section? Current college/vocational school transcript **MUST** include first semester 2023 grades. Applicants who have earned a General Educational Development (GED) certificate must upload an official report of their GED examination scores as well as transcripts from any high schools, colleges or vocational schools attended.
- Did you verify that **BOTH** references have completed their recommendations? Do **NOT** upload letters of recommendation to the **Documents** section; these will not be considered. You should submit your reference names and e-mail addresses in two locations on the application:
 - The first in the **References** section
 - The second in the **My Scholarships** section. Select the **References** button next to our chapter name, Scholarship Assistance Fund Dollars for Scholars.

IMPORTANT: Please verify you entered the correct e-mail addresses for your references!

- In the **My Scholarships** section, did you click on the **Verify Eligibility** button under the Chapter Name(s) listed to match to one of the SAF (Scholarship Assistance Fund) scholarships?
- In the **My Scholarships** section, did you click the **Apply** button next to each SAF scholarship to which you qualify?