South Colonie
Dollars for Scholars®

Application Tips

Creating Your Account

Visit: southcoloniedollarsforscholars.org

Email and Password

Use your **personal email** to create your account. You cannot use your South Colonie email address. Be sure to keep your log-in information somewhere safe!

Making Your Profile

- Fill in all spaces and populated boxes
- Use the color-coded system to ensure you have completed all areas
  - **green** = complete
  - **orange** = incomplete
  - **red** = not yet started
- Enter "Some High School"
- Enter "Bachelor's Degree"
- Don't be too specific in your major and use broad terms. For example: engineering, education, business, nursing, etc.

Transcript & Recommendation

Request Early

Request your transcript and teacher recommendation early! Your account and applications do not need to be completed for these items to be uploaded. Make sure you have the correct email addresses for your guidance counselor and teacher.

Asking for a Recommendation

Ask your teacher for a letter of recommendation in person. They can use the same letter if they are also writing a college recommendation. If needed, kindly remind your teacher of the submission deadline. Once submitted, thank them for their letter!

Prior to the final submission of your application, double-check that your transcript and letter of recommendation are uploaded!

Completing a Well-Rounded Application

In order to match to applicable scholarships, make sure you have completed all parts of the application. A full and complete application includes:

1. **Activities**
   List all sports, clubs, and volunteering since freshman year. Include both school sponsored and outside groups, as well as any leadership roles and/or awards received.
2. **Unusual Circumstances**
   This applies only if you have had any hardships, such as: medical, financial, family, academic, etc. Do not complete or enter N/A if it does not apply to you.
3. **Work Experience**
   Add any applicable work experience where you were a paid for your service, this includes babysitting and tutoring.
4. **Goals Essay**
   Write a 200-400 word essay describing your goals. This can include plans for before, during, and after college. Also include any career plans or goals you may have.
5. **Additional Essays and References**
   Some scholarships require a short essay or an additional reference. These are scored by our awards committee and will be a deciding factor when choosing a scholarship recipient.
6. **SAT and ACT Scores**
   Uploading your SAT or ACT scores is optional. Your choice in including a score will not effect your potential to be awarded scholarships.