

Completing the Transcript Information



School Official Email and Link

Dear Stanford Strickland,

A student from your school, Marty McFly, has registered on the Scholarship America Dollars for Scholars website and listed you as his/her high school School Official with access to transcripts. Please click on the link below and log back into your account to complete this request.

<https://public.dollarsforscholars.org/index.php?section=counselorsLogin&action=home> - If the link is not active, you will need to copy/paste the URL into your browser |

(The login email is: standfordstrickland@hilldale.net email)
Temporary Password: a5fe7d7a1afd85deb44f

If you do not remember your password, please click the Forgot Password? link on the login page.

Please [click here](#) for an instructional guide on completing this process.

If you have any questions or run into any issues, reply to this email with the details and we will get back to you as soon as we can.

Dollars for Scholars® Scholarship America®

Click the link provided in the email to access the School Official login page.

School Official Login Page

School Officials: Welcome to the Dollars for Scholars Student Center

School Official accounts are created when your student requests information from you. If your student has requested information from you, an email has been generated to you with your log in information. Use the information in that email to log in for the first time below. When you first log in you will establish a new password that you will use moving forward. If you aren't seeing the email, be sure to check spam and have your student double check they didn't mistype your email address.

If you forget your password, you can use the "Forgot Password?" link below to reset it.

If you have any questions or issues, click the gray Support tab on the left side of the screen to submit a help ticket to us with the details of your question/issue and we'll get back to you.

School Official Login

E-mail address

Password

Forgot Password?

Login


- Please log in using the information provided in the email.
- If a temporary password was not provided or you do not remember your password, click "Forgot Password?" to reset it.

Adding Transcript Information

My Information

Please review and edit the following demographic information, if needed.


NOTE: If you have any questions about this process or are running into any issues, please click on the gray Support tab on the left side of the screen to send us a help ticket with the details of your issue/question.

 [edit](#)
Updated 08/05/2019 by Stanford Strickland

First Name	Stanford
Last Name	Strickland
E-mail address	stanfordstrickland@hilldale.net
Mailing Opt Out	Yes
Primary Phone	333-444-5555

My Students

Please complete the following verification(s). This will be used to support/verify information previously supplied by the student. Once you have completed the required information, you must click the "Submit Transcript" button to complete the action.
Showing 1 record(s).

* Legal First Name	* Legal Last Name	* Birthdate (mm/dd/yyyy)	
Marty	McFly	01/01/1999	 Add Transcript Information

Click "Add Transcript Information".

Completing the Transcript Information Request

Student: Marty McFly

Test - Statewide request(s) you complete the form below for this student. ←

Test - Local request(s) you complete the form below and upload transcripts for this student. ←

Please include all the information you have in the fields below. If you don't have the information any specific field is asking for, you can leave it blank. You may need to scroll down to see all the fields.

☐ Hide **General Information**

Does your school rank students?	-- Select --
What system does your school use to rank students?	-- Select --
Applicant class rank ?	
Applicant Class Size	

** The Transcript Upload is only available when required by the Dollars for Scholars.

- The student name is listed at the top of the form.
 - The Dollars for Scholars is listed along with the request type:
 - Transcript form
- OR
- Transcript Form & Transcript Upload**

Completing the Transcript Information Request

Please include all the information you have in the fields below. If you don't have the information any specific field is asking for you can leave it blank. You may need to scroll down to see all the fields.

General Information	
Does your school rank students?	-- Select --
What system does your school use to rank students?	-- Select --
Applicant class rank	
Applicant Class Size	

Middle School Information	
Verified Middle School GPA	
Verified Middle School GPA Scale	

High School Information	
Verified Cumulative HS GPA	
Verified Cumulative HS GPA Scale	
Verified Weighted HS GPA	
Verified Weighted HS GPA Scale	
SAT (Before Feb 2016) Reading	
SAT (Before Feb 2016) Math	
SAT (Before Feb 2016) Writing	
SAT (After Feb 2016) Math	
SAT (After Feb 2016) Evidence-Based Reading and Writing	
SAT (After Feb 2016) Essay, Optional	
ACT Composite	

College Information	
Verified Cumulative College GPA	
Verified Cumulative College GPA Scale	
Converted Verified Cumulative College GPA	

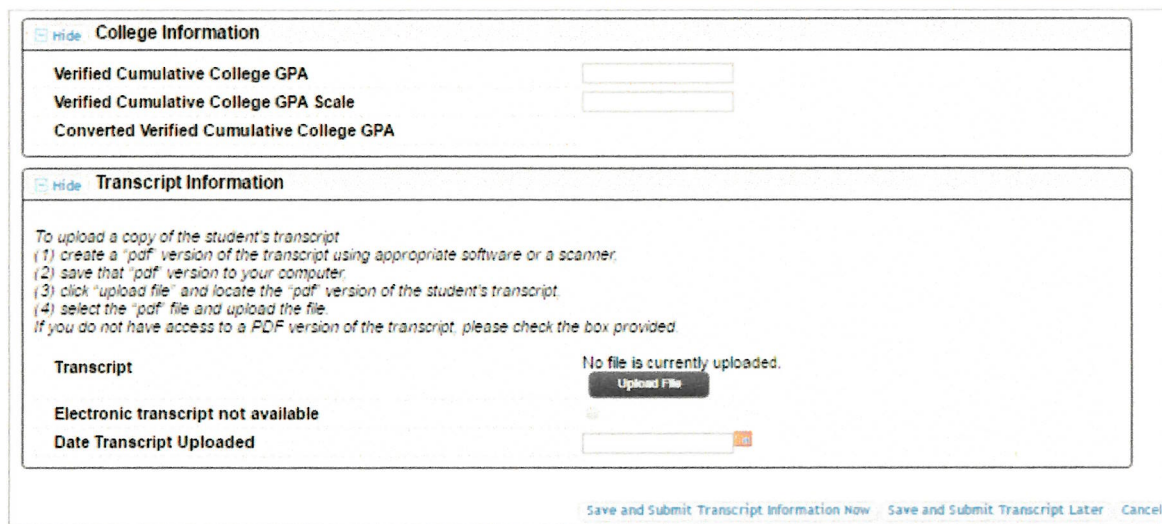
Save and Submit Transcript Information Now Save and Submit Transcript Later Cancel

- Fill in the form as much as you are able, or otherwise directed to by the local chapter.
- You will need to scroll down to access all of the fields.

- NOTE: You will need to enter the GPA and GPA Scale

Uploading the Transcript**

**** The option to upload a transcript will NOT appear unless the local Dollars for Scholars requires the upload.**



The screenshot shows a web form with two main sections: "College Information" and "Transcript Information".

College Information

- Verified Cumulative College GPA:
- Verified Cumulative College GPA Scale:
- Converted Verified Cumulative College GPA:

Transcript Information

To upload a copy of the student's transcript
(1) create a "pdf" version of the transcript using appropriate software or a scanner;
(2) save that "pdf" version to your computer;
(3) click "upload file" and locate the "pdf" version of the student's transcript;
(4) select the "pdf" file and upload the file.
If you do not have access to a PDF version of the transcript, please check the box provided.

Transcript No file is currently uploaded.
Upload File

Electronic transcript not available ☐

Date Transcript Uploaded

At the bottom of the form, there are three buttons: "Save and Submit Transcript Information Now", "Save and Submit Transcript Later", and "Cancel".

- When complete, click "Save and Submit Transcript Information Now"

- If you need to submit later, click "Save and Submit Transcript Later" to save your progress.

- At the bottom of the form you may either upload the transcript or check the box to indicate there is not one available.
- Please verify the transcript is for the correct student before uploading the document.

Submitting Transcript Information

To submit the transcript information, please check the box below. Once you check this box, you are no longer able to edit this information.

☒ * Submit Transcript Information

Submit Cancel

After clicking “Save and Submit Transcript Information Now,” the above box appears.

- Check the box, then click “Submit” to complete the process.
- Once you click “Submit”, you may only review the information but not make changes.
- After submitting, you will receive a confirmation email.

Reviewing the Information

Please include all the information you have in the fields below. If you don't have the information any specific field is asking for, you can leave it blank. You may need to scroll down to see all the fields.

General Information	
Does your school rank students?	Yes
What system does your school use to rank students?	Integer
Applicant class rank	38
Applicant Class Size	164
High School Information	
Verified Cumulative HS GPA	3.25
Verified Cumulative HS GPA Scale	4.00
Converted Verified Cumulative HS GPA	3.25
SAT (After Feb 2016) Math	790
SAT (After Feb 2016) Evidence-Based Reading and Writing	700
Transcript Information	
<i>To upload a copy of the student's transcript: (1) create a "pdf" version of the transcript using appropriate software or a scanner. (2) save that "pdf" version to your computer. (3) click "upload file" and locate the "pdf" version of the student's transcript. (4) select the "pdf" file and upload the file. If you do not have access to a PDF version of the transcript, please check the box provided.</i>	
Transcript	Download
Electronic transcript not available	No
Date Transcript Uploaded	08/05/2019

If you need to view the transcript that was submitted, click "Download".

* The Transcript Information section is only available when required by a Dollars for Scholars.

Questions or Issues?

My Information

Please review and edit the following demographic information, if needed.

NOTE: If you have any questions about this process or are running into any issues, please click on the gray Support tab on the left side of the screen to send us a help ticket with the details of your issue/question.

 edit

Updated 08/05/2019 by Stanford Strickland


First Name	Stanford
Last Name	Strickland
E-mail address	stanfordstrickland@hilldale.net
Mailing Opt Out	Yes
Primary Phone	333-444-5555

My Students

Please complete the following verification(s). This will be used to support/verify information previously supplied by the student. Once you have completed the required information, you must click the "Submit Transcript" button to complete the action. Showing 1 record(s).

* Legal First Name	* Legal Last Name	* Birthdate (mm/dd/yyyy)
Marty	McFly	01/01/1999

 [View Transcript Information](#)

 Support

- Please click "Support" at the bottom of the page at any time for Help Desk assistance.

