Utica Dollars for Scholars is a volunteer organization that strives to make scholastic awards to students in Utica and the counties of Oneida and Herkimer. The awards are gifted and based on academic performance, majors, and interests/activities that are determined by the donors for the awards. The awards can be from $500 to $3,000 and will be a payment to the college you attend. We are a member of Scholarship America and partner of The Community Foundation of Herkimer and Oneida Counties.

To set up an account:

1. Use Student & Parent tab to find Click to Login.
2. Select the hyperlink "Don't have an account yet? Create one here."
3. Here you must find your high school. The easiest way is to enter the zip code and the system will automatically filter the results and show your school. Once you find your high school, click "**Choose This School.**"
4. Fill out your **Basic Information** and then click "Submit." Please note:
   - **Any section with (**) must be completed.**
   - We live in *Oneida or Herkimer County*.
5. At this point you have submitted your profile. Now, look for an email message that will be sent to your email with a temporary password and a link to establish your own password.

Please make a note of your email address and password!!

△ **Profile/Application** will automatically save and allows you to return at any time to complete or update.

△ **Basic Information and Additional Info** (**) must be completed, and your career goals and college acceptance need to be included. We live in *Oneida or Herkimer County*.

△ **Schools** section is your college information and should be completed and updated as you make choices. Please select your choice of majors from the list. Majors are important for selection of many scholarships.

△ **GPA** select *My school used the same GPA* scale for all grades. Email your counselor for Cumulative HS GPA, check if weighted GPA is used and enter 100 or 4.0 for scale.

△ **Class rank** is YES or NO. Ask your guidance counselor for System and Class size.

△ **Test Scores** is for your PSAT, SAT, ACT, AP or GED scores by selecting from the dropdown window.

△ **Activities and Employment** requires years of participation and estimated number of hours per week or year and Activity Description as well as level of participation ex varsity or volunteer.

△ **Parent/Guardian Info** is parental consent and is not required for students 16 or over.

△ **Financial Info does** need to be completed for most awards. Please enter FAFSA EFC number and if you are eligible for Pell Grant.

△ **Essays should be completed for your application to be considered**. The essays can be around 300 words and similar to your college application.
  o **Goals and Aspirations** should explain your goals in college and career plan, if you **fail to complete this essay you will not be considered for any awards**.
  o **Unusual Circumstance** is essay that would express your life's challenges for example family illness, divorce, death, bankruptcy, single parent, etc. or challenges of being a refugee or immigrant.

△ **Transcripts & References** will require your counselor's email and telephone number and one Reference request will require email and telephone number of your counselor, teacher, coach, etc. College transcripts are required for some scholarships.

> When you have completed all parts of the profile then to be considered, you **must**:
> 1. Go to **My Scholarships – Search for Scholarships** to **submit** for awards for your goals and activities
> 2. Complete the **Custom Questions and Eligibility …** (yes or no or short answer)
> 3. Be sure to **APPLY** for all awards that you are eligible.
> 4. Be sure you have completed the essays!

NEED HELP, USE (?) *Support on the lower left of page!*

You will receive periodic updates and reminder emails from Scholarship America and UDFS, please make sure we do not become junk or spam. If you have questions, you contact us at udfs.scholarships@gmail.com.

DEADLINE FOR COMPLETION IS March 15, 2022