

SAF 2019 Scholarship Application Checklist

Go to <https://public.dollarsforscholars.org/index.php?action=userLogin> to login and update your student profile. Deadline to submit your application is **February 15, 2019**. 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 you login, choose **Work on Profile**. Each section under **My Information** should have a green vertical bar to the left of the section name)?
- 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 2019-20 school year. Even though you may have plans to eventually attend graduate school, if you select this choice, you will NOT be eligible for any Scholarship Assistance Fund (SAF) scholarships as these 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.
- Did you enter your **FAFSA EFC** in the **Financial Info** section?
- Did you upload your 2019-20 FAFSA Student Aid Report using the **Documents** section of the application? (NOTE: 2018-19 SAR's will not be accepted)
- For applicants under 18, did a parent/guardian complete their consent?
- For current high school seniors, did you verify that your high school counselor uploaded your high school transcript AFTER first semester 2018 grades are posted? (NOTE: enter your counselor's e-mail address in the **Transcripts** section AFTER first semester 2018 grades are available. Check back here to see if your transcript has been uploaded)
- For current post-high school students, did you upload your official final high school transcript and college/vocational school transcript to the **Documents** section (current transcripts must include final semester grades from 2018)? 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? Please 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:
 - o The first in the **References** section
 - o 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!

- 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 Assistant Fund) scholarships?
- In the **My Scholarships** section, did you click the **Apply** button next to each SAF scholarship to which you qualify? (NOTE: look under **Scholarships I've Applied For** in the **My Scholarships** section. Verify all the SAF scholarships end in 2019).