

## ONLINE APPLICATION INFORMATION

### ELKHART HIGH SCHOOL DOLLARS FOR SCHOLARS

Elkhart High School Dollars for Scholars scholarships are open only to students of Elkhart High School, Elkhart, Indiana.

Visit **[www.elkharthighschool.dollarsforscholars.org](http://www.elkharthighschool.dollarsforscholars.org)** and go to the "Student & Parent" to create your personal Student Profile.

To be considered for any of the scholarships offered by Elkhart High School Dollars for Scholars you must fully complete the online Student Profile and submit your Student Profile for any scholarships for which you want to be considered. Incomplete Student Profiles will NOT be considered.

---

#### IMPORTANT POINTS TO REMEMBER!

- **Your Goals Essay must be a minimum of 150 words. YOUR APPLICATION WILL NOT BE CONSIDERED IF YOU DO NOT WRITE A GOALS ESSAY... at least 150 words *required*.**  
Write about your plans as they relate to your educational objectives and career goals. Provide details about your intended major. What made you choose that area? If you are undecided, tell us what you think you may like to investigate. What do you hope to do in college? What do you hope to do after graduation and beyond?
- The **Unusual Circumstances Essay** does not have a length requirement, but please include enough information and insight to help us understand your situation. If you do not feel that you have had unusual circumstances that have affected your high school grades, activities, or success, do not worry: not everyone will have circumstances to write about. You may simply write, "I HAVE NO UNUSUAL CIRCUMSTANCES." This will let us know that you did not leave the section blank in error.
- Select "My school uses weighted GPAs." Use your weighted GPA. Use a GPA scale of 4.0.
- Elkhart High School Dollars for Scholars **does not** require that you upload your transcript.
- Ask the person you use as a Reference before you submit the information. Verify his/her email and tell him/her to watch for an email from Scholarship America regarding the reference. It is your responsibility to check your profile later to ensure that person has submitted the reference.

- EHS Dollars for Scholars does NOT require Financial Information for their scholarships, but if you want to apply for national scholarships through Scholarship America, they may require financial information.

---

### Red/Yellow/Green Sections

Each section of the application is listed on the left side of your profile. There will be a red, yellow, or green tab next to each. Red sections have not been addressed. Yellow sections may have been started, but still need attention. Green sections have been addressed. When completing the scholarship application each section should be GREEN. If any section is NOT GREEN, the applicant may not be awarded points for that section.

\*\*\*\* Some sections (such as References) may be green even if they still need attention (because the reference has yet to send the information). **Before you submit your application, GO BACK INTO EVERY SECTION AND VERIFY THAT IT IS COMPLETE.** It will be the applicants' responsibility to verify their applications are complete.\*\*\*\*\*

It is not the responsibility of EHS Dollars for Scholars to contact students to let them know their application is incomplete.

---

### FREQUENTLY ASKED QUESTIONS

**1. Q. Is the Student Profile all that I need to complete in order to be eligible for scholarships offered by Elkhart High School Dollars for Scholars?**

A. Yes. The Student Profile is your biographical information that determines your eligibility for various scholarships. Once your Student Profile is fully complete (no red sections) you can “search for scholarships.” You then submit your application to those scholarships. All of this is done through your profile and Student Dashboard.

**2. Q. What is included in the Student Profile?**

A. The Student Profile is composed of several sections including basic information, school information, academic information, supporting material, and activities, awards and employment. In order to have a fully complete Student Profile, you must complete each of the sections to the best of your ability. When each of the sections are complete, your Student Dashboard will show 100% by each section.

**3. Q. How long do I have to apply for the Elkhart High School Dollars for Scholars scholarships?**

A. You must apply between February 1 and February 28 (February 29 in leap years) of the year of graduation. Applications are due February 28 (or 29) at 11:59 p.m.

The process to apply for scholarships offered by Elkhart High School Dollars for Scholars involves two requirements: (1) fully completing your Student Profile with all sections complete and references submitted, (2) searching for scholarships with the Search tool, and (3) submitting your completed Student Profile for scholarships for which you are eligible. All three steps must be completed within the application period, so it is advised that you begin your Student Profile early. Do not wait until near the deadline.

**4. Q. When should I start working on my Student Profile?**

A. It is highly recommended that you start working on your Student Profile before or during the fall of your senior year in high school. You want to have enough time to give thought to your essays and to provide time for your reference to reply.

**5. Q. Do I need to have a Social Security (SSN) card to apply?**

A. It is implied that you have to have a Social Security card, but it is not required. The SSN will not impact the selection process.

**6. Q. Can I edit my Student Profile after I have completed it?**

A. Yes. You can edit or change your Student Profile even if all sections are complete. **However, Profiles may not be altered between the EHS Dollars for Scholars due date and when scholarships are announced near the end of the school year.**

After that, you may change sections if you want. It is encouraged to update your Student Profile each year you are in college, as you may be eligible for national scholarships through the FASTWEB tab in your Profile.

**7. Q. Can I edit my Student Profile and responses to scholarship specific questions once I have submitted it to be considered for a specific scholarship?**

A. No. Once you submit your Student Profile and responses for that specific scholarship you cannot make any changes.

**8. Q. Do I have to answer all of the questions on my Student Profile?**

A. Yes. Because EHS Dollars for Scholars does not require all sections to be completed, only the sections that we require with ask for information. When you click on a section that we do not require (such as Test Scores), it will tell you nothing is needed. Click "Save and Continue." After you have done that, the section should appear with a green tab.

**9. Q. What do the stars next to certain questions on the Student Profile section mean?**

A. You must complete all the double starred (\*\*) items in order to submit the form and you must complete all the single starred (\*) items to move your progress towards 100%. It is highly

recommended that you complete all single starred (\*) questions that you feel comfortable answering in order to ensure your Student Profile is fully complete and accurate.

**10. Q. Do I have to finish the application all at once in one sitting?**

A. No. You can take as long as you like (up to the deadline). Be sure you save your work along the way.

**11. Q. My Student Profile is 100% complete in all of the sections listed. What should I do next?**

A. Once your Student Profile shows that you are 100% complete in all of the required sections, go back into each section and DOUBLE CHECK that you are satisfied with all your answers you and that your reference has been submitted.

Then you must visit the **“My Scholarships”** section located at the bottom of the Student Dashboard page. You will then select “save & look for scholarships.” After selecting “save & look for scholarships” you will then press “search for scholarships” then “apply” for each scholarship for which you are eligible.

**12. Q. I visited the “My Scholarships” section on the Dashboard and selected “search for scholarships” for which I qualify. Why am I asked the same questions multiple times? Do I need to answer all the questions again?**

A. Many individual scholarships offered by Elkhart High School Dollars for Scholars require a separate answer to determine your eligibility for that scholarship. Although you may see the same question more than once, each question is being used to determine your eligibility for a separate scholarship. Answer the same questions the same way each time.

**13. Q. I have selected “search for scholarships” once already. Should I continue to select it throughout the application process?**

A. Yes. By selecting “search for scholarships” you have the opportunity to re-review those scholarships that you have already qualified for, the ones you have already applied for, and new scholarships that you may want to consider. In addition, by selecting “search for scholarships” throughout the application process, the system will check to see if there are any new scholarships that were recently posted.

**14. Q. How long should my essays be?**

A. **The Goals Essay MUST be a MINIMUM of 150 WORDS. If your Goals Essay is not at least 150 words, your application will NOT be considered.** Be sure to address the specific question and not just write a generic response.

The **Unusual Circumstances Essay** does not have a length requirement, but please include enough information and insight to help us understand your situation. If you do not feel that you have had unusual circumstances that have affected your high school grades, activities, or success, do not worry: not everyone will have circumstances to write about. You may simply write, "I HAVE NO UNUSUAL CIRCUMSTANCES." This will let us know that you did not leave the section blank in error.

**15. Q. When will I know if I have been selected to receive a scholarship?**

A. All recipients will be notified in May at the Senior/Academic Awards program. Your name will be announced and you will be given a Letter of Congratulations and a reminder to go into your Profile and accept the scholarship you have been awarded. It is critical that you read and follow the directions included with your letter that you will receive at the awards program in order to claim your scholarship.

**16. Q. What do I need to do to claim my scholarship award?**

A. You will need to go into your Profile and accept the scholarship you have been given by the deadline shown on your letter that you receive at the awards program. You will also need to verify the school you will be attending and your ID number at that school. If you have not made up your mind as to the school you will be attending, please contact us at [ElkhartHSDollarsforScholars@gmail.com](mailto:ElkhartHSDollarsforScholars@gmail.com) to make other arrangements. Your scholarship is valid for your first year of post high school education. If you decide not to attend school in the fall after graduation, you have until July 10 to let us know your plans.

**17. Q. I have read all of the information provided and I still need help. Who should I contact?**

A. The person you should contact is dependent on the type of question you have. Please refer to the contacts listed below:

Eligibility questions: Contact Elkhart High School Dollars for Scholars by Email – [ElkhartHSDollarsforScholars@gmail.com](mailto:ElkhartHSDollarsforScholars@gmail.com)

Technical questions regarding the online Student Profile: Contact Scholarship America--Use the grey "Support" button located on the bottom left side of the screen on our Elkhart High School Dollars for Scholars website.

## **How to Search for and Apply to National Scholarships**

Once you create and sign-in to your Student Profile, you will be able to search for nationally available scholarships.

In the top right corner of your Dashboard (the first screen you see when you sign-in), you will see a welcome message with “Your Chapter Matches” below that.

This will list “Elkhart High School Dollars for Scholars” and “NA9999-National Scholarships-DFS.”

Click on “NA9999-National Scholarships-DFS.” This will take you to another Scholarship America site where you can search for and apply to national scholarships.

When you find a national scholarship to which you would like to apply, you will be directed to the Scholarship America Hub. Scholarship America does not yet share your Dollars for Scholars profiles with the national scholarships, so you will be asked to create a separate user ID and password for the Hub. The application will then be available to you to complete.

If you have technical questions, you can always click the gray “Contact Us” link at the bottom of the Hub page. Scholarship America support is typically very quick to respond and very helpful.