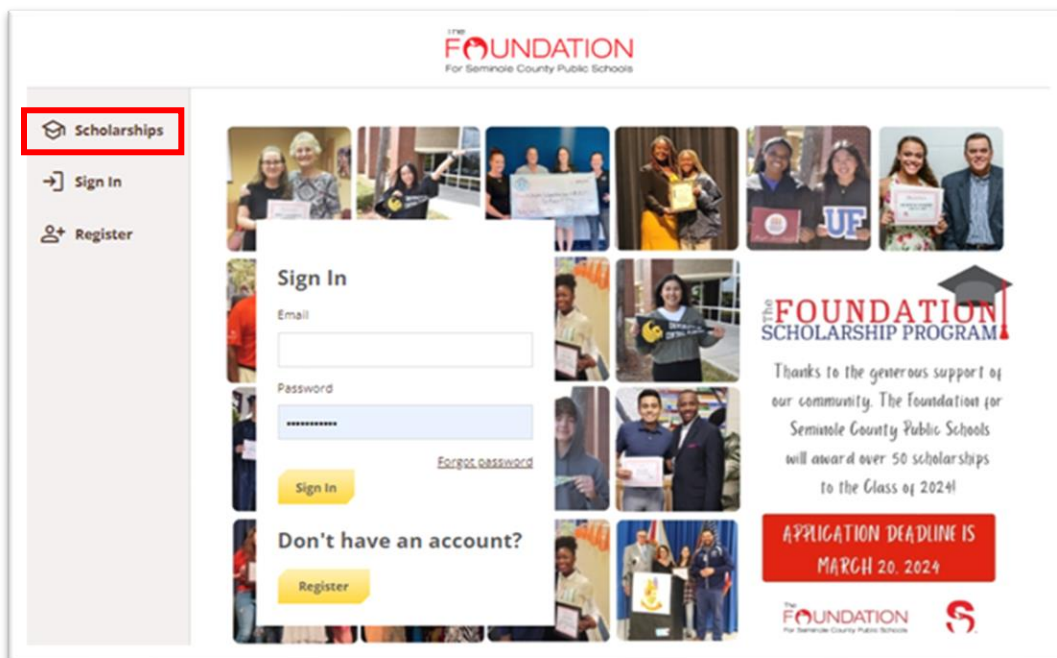


## Scholarship Application Guide: Applying for Senior Scholarships and Navigating AwardSpring

The purpose of this guide is to walk you through the process of applying for scholarships using the AwardSpring platform.

Start by navigating to The Foundation for Seminole County Public Schools' AwardSpring site - [fscps.awardspring.com](https://fscps.awardspring.com).

You will land at the login page.



In the left menu bar, Scholarships is a clickable button.

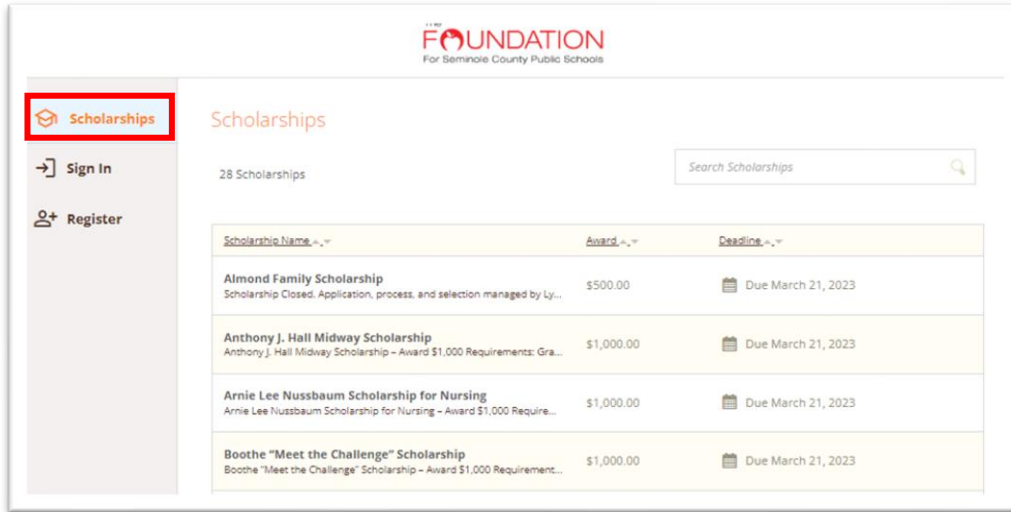
**Scholarships** will show you a list of all scholarships offered through The Foundation this year along with their respective award amounts and deadlines. For the Class of 2024, the application deadline for all scholarships is Wednesday, March 20, 2024.

Click each scholarship to see additional information.

Our scholarships available this year focus on:

- Areas of Study such as Trade Programs, Education, Nursing, the Arts, Engineering and STEM fields.
- Participation in athletic programs, arts programs, extracurricular activities, and community service.
- Most scholarships are available to all SCPS High Schools while others are specific to Lake Brantley, Lake Mary, Lyman, and Seminole.

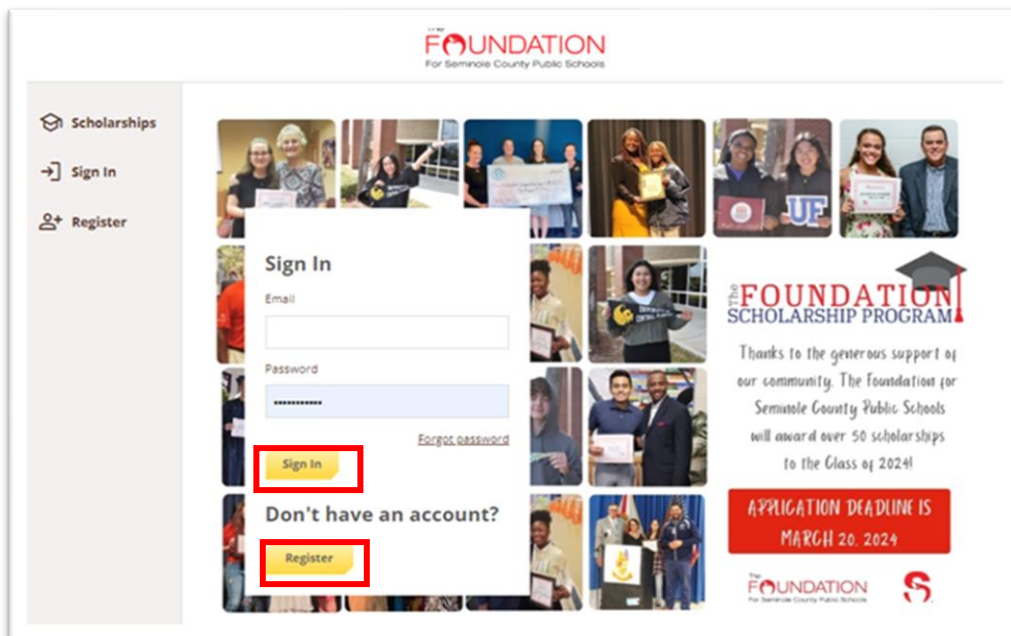
- Other factors such as overcoming challenges such a disabilities or language barriers, experiencing homelessness, and living in the Midway community of Sanford.



**TO LOG IN:**

**Sign In:** If you already have an account. Enter your email address and password and click the yellow Sign In button.

**Register:** You do not have an account. You will be directed to a registration page. Enter all the required information, click the agreement box, and click the Create Account button.



**Register** Already have an account? [Sign in](#)

Email  
studentexample@awardspring.com

First Name  
Test

Last Name  
Student

Password  
\*\*\*\*\*

Confirm Password  
\*\*\*\*\*

**Create Account**

**Privacy and Use Policy**

On this page you'll be agreeing to a few things in order to use the AwardSpring website:

- The [AwardSpring Privacy Policy](#)
- The [AwardSpring Terms of Use](#)

I agree to the AwardSpring Terms of Use and Privacy Policy.

**Accept Agreement** **Cancel**

After login/registration, you will be directed to your Dashboard. Important information about your application status and additional instructions will be displayed for you here.

Click the **Start Application** button to begin filling out your application.

**Dashboard** Welcome, Traci

**Scholarships**

**Donors**

**Application**

0% COMPLETE

**Start Application**

1 Item requiring completion

There are four tabs that make up the entire application. Complete each section to submit your application.

**Dashboard** **Application**

**Scholarships**

**Donors**

**Application**

**Student Information** Completed

**Academic Information** Completed

**Financial Information** Completed

**School and Community Participation** In Progress

Phone Number  
5558675309

Date of Birth  
12/29/2008

Address 1  
123 Electric Ave.

Once you've completing all tabs of your application will enable to the **Submit Application** button in the lower right corner. Click it to submit your application.

You will be directed back to your Dashboard. View applied scholarships by clicking on the scholarships tab.

The dashboard shows a sidebar with navigation tabs: Dashboard, Scholarships (highlighted with a red box), Donors, and Application. The main content area includes a welcome message for 'Traci', a notification box stating 'You have some follow-up work to do. Click "Complete Follow-Up" in the boxes below.', and a yellow box indicating '1 Item requiring completion'. Below the notification is a 'Follow-Ups' section.

Scholarships

Filter

Scholarship Name	Award	Deadline	Status
<b>Arts Scholarship</b> For students pursuing careers in the arts.	N/A	Due May 16, 2019	Applied
<b>The FC Barcelona Football Scholarship</b> This scholarship is intended for a skilled footballer who wishes to j...	N/A	Due May 16, 2019	Applied

Click **Dashboard** to return to your Dashboard to view additional information or take further action. Most of the The Foundation’s scholarships will require an essay and/or recommendation letters which will require additional follow-up.

The dashboard shows the 'Dashboard' tab highlighted with a red box in the sidebar. The main content area displays the 'Scholarships' section with a table of applied scholarships, including 'Arts Scholarship' and 'The FC Barcelona Football Scholarship', both with a status of 'Applied'.

You may be eligible for additional scholarships that require additional information. The Dashboard will prompt you to provide this. In the example below, the applicant qualifies for the Academic scholarship, but additional follow-up information is required to finish the application. The applicant needs to click the Complete Follow-Up button to provide the required responses and/or documentation.

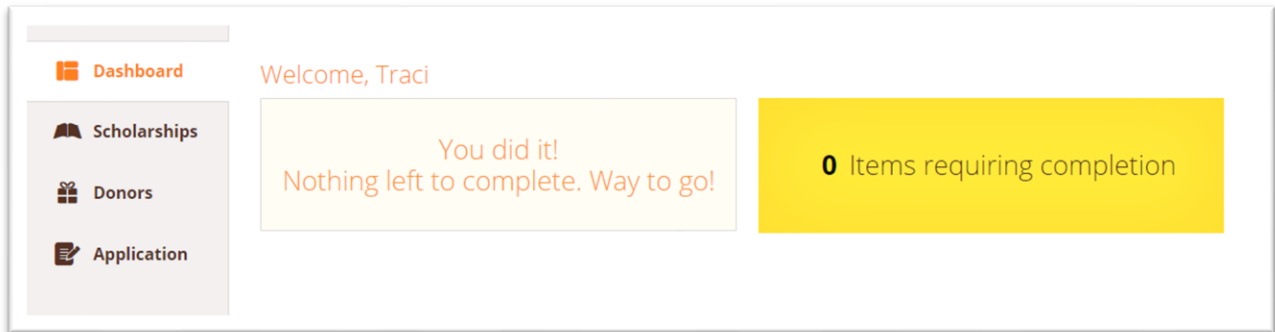
The screenshot shows a user dashboard with a sidebar on the left containing 'Dashboard', 'Scholarships', 'Donors', and 'Application'. The main content area is titled 'Welcome, Traci' and includes a message: 'You have some follow-up work to do. Click "Complete Follow-Up" in the boxes below.' To the right, a yellow box indicates '1 Item requiring completion'. Below this, a section titled 'Follow-Ups' contains a card for 'Academic Scholarship' with the text: 'You are eligible to apply but have some work to complete by 9/10/2021.' A yellow button labeled 'Complete Follow-Up' is highlighted with a red border.

In the example below, the applicant needs to respond to an essay question and upload a current transcript to apply for the scholarship. Many of The Foundation’s scholarships require you to upload one or more letters of recommendation and/or submit an essay.

The screenshot shows the 'Academic Scholarship' application page. At the top, there is a breadcrumb trail: 'Scholarships > Academic Scholarship'. Below this is a 'Submit Application' button. The page is divided into two columns: 'Overview' and 'Quick Facts'. The 'Overview' section states: 'This scholarship is for applicants who demonstrate academic potential; are enrolled in advanced classes; demonstrate financial need.' The 'Quick Facts' section includes a calendar icon for 'Apply by Sep 10, 2021' and a trophy icon for '\$25,000.00'. Below these is a 'Qualifications' section with a checkmark and the text: 'Applicant must demonstrate academic potential.' A large orange banner reads 'Apply for this Scholarship'. Below the banner is a red-bordered box containing an essay prompt: 'Please explain why you are the best candidate for this scholarship.' Below the prompt is a text area with a '250 word(s) left' indicator and a rich text editor toolbar. Below the text area is the instruction 'Please upload a current transcript.' and an 'Upload File' button. At the bottom of the page is another 'Submit Application' button.

After completing all follow-up items for the scholarship, click the **Submit Application** button to submit your application. Proceed through all Follow-Up items for all scholarships listed.

Please note, you must complete the listed Follow-Up items required for each scholarship to be considered for that scholarship.



You are all set! The Foundation will provide you further direction if needed.

Application review will take place following the March 20, 2024 application deadline. We anticipate notifying all scholarship awardees by mid-April. The Foundation will work with each high school to present the scholarships at the school's scholarship and award event.