



SHELTON STATE

COMMUNITY COLLEGE

2018-2019 Institutional Scholarship Application Information

Items needed to complete the scholarship application:

- ☐ Shelton State Community College application for admission
- ☐ Shelton State Community College student number
- ☐ myShelton email address
- ☐ Most recent high school or college transcript showing most current un-weighted cumulative GPA (unofficial transcript accepted)
 - Current high school students must have the most recent academic transcript showing current un-weighted GPA. Current progress reports or report cards will not be accepted.
 - Current SSCC students and transfer students from other institutions must have fall 2017 grades listed on their transcript.
 - GED recipients will upload their GED score report.
 - Students transferring from another institution who do not have academic credit at Shelton State Community College must upload their most recent transcript from the other institution.
- ☐ ACT or SAT score report (required for academic scholarship only)
- ☐ Current resume (ambassador scholarship only)
- ☐ Essay stating educational goals as they relate to applicant program of study (300 words maximum)

How to login to your AwardSpring account:

Use Chrome or Firefox as the browser

1. Go to the AwardSpring website at <https://sheltonstate.awardspring.com/>
2. Enter your myShelton email address and password
 - If you are a first time user, click “Set Your Password” and enter your myShelton email address.
 - If you have forgotten your password, click on “Forgot Password”.
4. Go to your myShelton email and find the “AwardSpring Password Reset” email. Click on “Reset Password”

Helpful hints when filling out the scholarship application:

- Upload documents in PDF format. Current Shelton State students can upload a current Shelton State transcript in Microsoft Word format. (.jpeg, .gif, .png, .zip files will not be accepted.)
- Verify that your name appears on the uploaded transcript and essay.
- Verify that your cumulative GPA is visible on your uploaded transcript.
- Verify that you have uploaded ACT/SAT scores. (academic scholarship only)
- Verify that you have uploaded a current resume. (ambassador scholarship only)
- Transcripts must be complete and all pages included.
- Transcripts need to be in one document. If your transcript is more than one page, it will need to be scanned into one document and uploaded. If you upload more than one page, the second page will replace the first page.
- Verify that the correct documents have been uploaded in the correct place. If not, upload again.
- Do not upload a note to explain why you are not uploading the required document.
- Verify that you have answered all additional requirement questions. (academic, ambassador, fine arts and technical scholarship only)
- Verify that you have submitted the application.
- FOR TECHNICAL SCHOLARSHIP APPLICANTS- Please verify that you have chosen the correct program of study that you plan to be enrolled in for the 2018-2019 academic year. Students may utilize the scholarship award only in the program of study selected on the scholarship application. Students who change their program of study after accepting a technical scholarship forfeit the award, which results in required payment as indicated by the College payment schedule.
- Alabama Community College System policy 805 states that any student who is awarded institutional scholarship hours is limited to a total of 82 award hours.
- Applications with incomplete transcripts, incorrect or missing documents, or documents not in the correct format will be considered incomplete and not eligible for scholarship consideration.
- Attend a Scholarship Application Workshop for assistance. (See below)

Deadline to apply is March 1, 2018

Walk-in Scholarship Application Help Sessions

October 25, 2017 – February 28, 2018

Wednesdays

3:30 p.m. -4:30 p.m.

Martin Campus

February 1, 2018 – February 28, 2018

Mondays

3:30 p.m. – 4:30 p.m.

Fredd Campus

**For more information institutional scholarships, please contact the Scholarship Office
at scholarships@sheltonstate.edu.**