

Filling Out a Scholarship Application

Hello, and thank you for your interest in applying for a scholarship through the Community Foundation for the Fox Valley Region. Today we will be covering how to fill out an application.

First, let's head to the Scholarship Portal. Once logged in, applicants can access their portal dashboard. Here applicants can edit and submit their application, view the application's status, and complete any assigned follow up form(s).

To browse current available applications, select the "Apply" icon at the upper left corner of the portal's homepage or select the 'See Opportunities' button below the 'Apply' icon. If you aren't sure which application to select, please refer to the **"Scholarship Listings"** webpage.

For today, we will be viewing the Continuing College & Non-Traditional Student Universal Scholarship Application. After clicking on the 'Apply' button, be sure to double-check the provided information to verify that this is the correct application. This ensures that applicants will be considered for the scholarships that they best fit the eligibility criteria for.

All applicants must fill out the Application ID listed at the top of the application.

If you would like to save the most recent draft of the application, scroll down to the bottom and select the 'Save Application' button. If you've completed the application and are ready to submit, select the 'Submit Application' button.

Once the application is submitted, applicants will receive an email confirming their submission.

Thank you for your time, and we look forward to receiving your application!