

- 1. All applications are online at cfowc.org
- 2. On the home page go to the drop down for "Receive" and "Apply for Scholarships."



- 3. Once you get to the scholarship start page you will be asked to establish an account; this is a two-step process that requires an e-mail address. Please use an address that will be valid for all the years of your post-high school education.
- 4. You will first be asked to complete a set of Qualifying Questions so the system can determine the Scholarship Programs to which you are eligible to apply. You will select the Programs, and then select the option to "Register a New User and Continue".

	Log In
COMMUNITY FOUNDATION Donors Students OF WARREN COUNTY	
Scholarships In our current work environment a high school diploma is a good start, but local donors at the Community Foundation of Warren County are doing their part to ensure that high school graduates have a chance to add a two or four year undergraduate degree and/or certificate curriculum to their future. Scholarships are based upon academic performance, financial need, test scores, an essay and letters of recommendation. Many of the scholarships are awarded for four years, and require the recipient to furnish additional documentation each year.	Scholarships How to Apply Browse Scholarships Qualifying Questions
Community members, service organizations and businesses support the foundation with their donations, gifts and bequests. The Foundation is funded entirely by the donors for our community's high school students. Each gift helps high school students create a successful future.	
Get Started If you are already a registered Scholarship Applicant, please log in for more detailed information, including your application history, applications in progress, and status.	
If you are a new applicant, either <u>browse all available scholarships</u> or answer our <u>Qualifying Questions</u> , which will then tell you for which scholarships you qualify. Once you have selected the scholarships for which you would like to apply, you will be taken first to our registration form and then to your applications.	

## COMMUNITY FOUNDATION OF WARREN COUNTY

Submit

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COMMUN OF WA	ITY FOUNDATION RREN COUNTY	Donors	Nonprofits	Students	
Browse/Sel Note: There are some so These programs are list Below is a list of all sc click the (+). Once you have answe Select the checkbox(e below.	ect Scholarship cholarship programs that are not ed <u>here</u> . holarships currently accepting ered the Prequalifying question is) beside the scholarships in t	S available through the online of applications. For scholarsh as, the list will display only the which you are interested, ar	application process. ip details and qualification nose scholarships for wh not then click the appropr	on requirements, iich you qualify. iate submit button	Scholarships How to Apply Browse Scholarships Qualifying Questions
+ ✓ ASSOCIAT + ✓ BLAIR LLC + ✓ CFWC UNF + ✓ CHAPIN RE + ✓ DR. ALBER + ✓ PAUL & AN + ✓ WARREN C	ION OF COLLEGE W SCHOLARSHIP RESTRICTED SCHOL ESE ACADEMIC SC IT B. CECCHINI MEM DREW KEVERLINE S COUNTY CAREER CI Register a New User and	OMEN SCHOLARS ARSHIP HOLARSHIP IORIAL SCHOLARS SCHOLARSHIP INTER SCHOLARS	HIP HIP HIP		
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		Donors	Nonprofits	Students	-
Begin Regist Please enter in the infor complete your application	tration mation requested below to b on.	egin your registration. Once	e you are registered you	will be able to	Scholarships How to Apply Browse Scholarships Qualifying Questions
First Name:	John				
Last Name:	Sample				
Email address:	John.Sample@gmail.com Your email address will be yo	our username for login.			
Re-enter email address:	John.Sample@gmail.com	×			



5. The system will send a link to the e-mail address you provide so you can complete the registration process and your application(s).

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	From: Reply-To: To: CC: Date: Subject:	do_not_reply@stellartechsol.com do_not_reply@stellartechsol.com 12/21/2017 07:27:05 Your Scholarship Applicant Registration		
	Dear Thank you for registering as a Scholarship Applicant with the Community Foundation of Warren County. Please click the following link to continue the registration process. If it is not an active link, please copy and paste it into your browser. https://wccf.iphiview.com/wccf/StudentRegistration/RegistrationContinued/tabid/628/dispatch/custon 8d3a-4318-841b-80ffca3816f8/Default.aspx			

- 6. Important information will be sent to the e-mail address you provide so please make sure it is one that you will be using for at least your post-high school educational career. Also once you are at school your parents will probably want/need access to this email address.
- 7. Your user id will be the email address that you provided and you will need to create a password based on the parameters outlined on the screen. Please write these down and keep them in a safe place.
- 8. Please provide accurate information about your home address and which high school you attend. This information could determine which scholarships you are eligible to receive.
- If you go back to the site and cannot remember your user name and/or password, <u>DO</u> <u>NOT START OVER</u>. Contact the Foundation and we will confirm your user name and re-set your password so you can return to your application(s).
- 10. If you cannot access the site for any reason, contact the Community Foundation for help. If we cannot solve the problem we will get help for you.
- 11. Everyone, please apply for a Community Foundation Unrestricted Scholarship. Although these scholarships are determined by financial need, the criteria for awarding them changes and you may be eligible when we award the scholarships, even if it appears you are not eligible when you apply. Also if you are selected for a scholarship for which you did not apply, we will need the information contained in the application in order to contact you and award the scholarship.
- 12. When you upload documents, please make sure the document is readable. If you are taking a photo with a cell phone to upload, make sure the photo captures the information needed for the application. Check all photos before submitting them. If we cannot get



the information we need to process your application, we will not be able to award a scholarship.

- 13. Make sure you save your work as you progress through the sections of the scholarship application. Unsaved work will disappear and must be re-entered.
- 14. You will be able to generate a .pdf file of your application to print. The "Submit" button will appear next to the "Generate .pdf" button when you have completed all the steps required for the application. If you do not see the "Submit" button, double check all parts of the application to see what is missing. (In many cases it is a result of all of the upload requirements not being completed. The upload requirements are detailed within each application in the form of a table. Once the document has been uploaded, it will show the requirement as being completed.)

Scholars	hip Appl	ication					Scholarships
						How to Apply	
Below is the status of each section of your application. You may click any link to continue, but all sections must be					Browse Scholarships		
completed before you can submit your application(s) to the Community Foundation.					Qualifying Questions		
On each page you may navigate forward and backward using the arrow buttons. Any answers you provide will be saved,				Student Dashboard			
however, you MUST click "Save & Continue" to save a page as complete.				Application Status			
All applicants are required to complete and sign the attached <u>Signature Affidavit</u> . Upon completion, please scan and upload the document as part of your application requirements.   Application Name Complete and sign the attached Signature Affidavit Upon completion, please scan and upload the document as part of your application requirements.   Application Name Complete and Sign the attached Scholarship Program(s)							
NAME	CURRENT STATUS	MANDATORY?	DUE DATE	DESCRIPTION	DATE COMPLETED	ACTIONS	
Other Renewal				To qualify for renewal,			
Financial Documents	Entered	Yes		please provide your latest financial aid information.		Details	
Other Renewal				To qualify for renewal,			
Updated	Entered	Yes		please provide your latest		Details	
Transcript				transcripts.			
Other Renewal				please provide an updated			
Plans Letter	Entered	Yes		letter describing your career plans.		Details	
Other Renewal 2nd Semester Transacript	Entered	Yes		Second Semester Transcript		Details	

15. Please e-mail or call us if you have any problems -- cfwc@westpa.net or call (814) 726-9553. If we cannot help you right then, we will get back to you with an answer as soon as possible.