KC SCHOLARS
Your Future. Our Future

2019 Scholarship Application Checklist
TRADITIONAL (11th graders)

1. Create an account at kcscholars.org – click "Apply Now" (if you are a returning user and already have a KC Scholars account, you will log in and not need to register for an account)
2. Confirm your account via the email address you provided
3. Log into your account
4. Complete the Eligibility Requirement Check
   o Complete the FAFSA4caster to calculate your Expected Family Contribution (EFC) to determine income eligibility. Refer to the FAFSA4caster guide located within the eligibility check for guidance.
      ▪ To complete the FAFSA4caster go to: kcscholars.org/fafsa4caster

If you are eligible to apply, the list of tasks shown below will be generated. All tasks will be completed in the scholarship portal. You can complete tasks in any order. All tasks must be completed before you can submit your application.

☐ Complete the Applicant Form
☐ Complete the Essay Prompts
   o You will need to answer two prompts
      ▪ **Essay Prompt #1:** How will earning a college degree enable you to reach your personal and/or career goals?
      ▪ **Essay Prompt #2:** Why should you be selected to receive a scholarship?
   o Consider typing out your responses in a separate WORD document to give yourself time to review and the ability to save your response
☐ Send Request for Recommendation #1 – the recommender will receive and complete an online form. Letters are *not* accepted.
   o Must be a teacher or counselor recommender – give your recommender plenty of time to complete the recommendation
   o Email address and first and last name of recommender will be entered
   o The recommendation cannot be written by a family member, friend, classmate, or teammate
☐ Send Request for Recommendation #2 – the recommender will receive and complete an online form. Letters are *not* accepted.
   o Can be someone of your choice (coach, pastor, scout leader, work supervisor, youth director, etc.) – give your recommender plenty of time to complete the recommendation.
   o Email address and first and last name of recommender is needed to send request
   o The recommendation cannot be written by a family member, friend, classmate, or teammate
☐ Upload Current High School Transcript (can be unofficial)
   o Must show five semesters which includes 9th and 10th grade years, through and including fall semester of 11th grade (December 2018)
   o Check with your high school counselor or registrar to obtain a digital copy of your transcript
☐ Upload ACT/SAT Scores if you have taken either test
   o If you have not taken either test, your eligibility will be based on your GPA and you are **NOT REQUIRED** to upload test scores.
   o If you do not have the required minimum 2.5 GPA, you are required to upload test scores.
☐ Sign Participation Agreement
   o If under the age of 18, you will need your parent/guardian to be with you when you sign the participation agreement so they can also sign it
☐ Submit*

*Once you have completed all tasks *and* your recommenders have submitted their recommendation forms, you can then log into your account and submit your application. Only submitted applications will be considered.

Deadline to apply is midnight on March 1, 2019

info@kcscholars.org - 816.581.5700