

# KC SCHOLARS

## Traditional Scholarship Application Checklist

(application for current 11<sup>th</sup> graders)

### STEP ONE: Create an Account at [www.kcscholars.org](http://www.kcscholars.org)

- If you are new to KC Scholars, click “Apply Now.” Create an account. Check your email and click the link provided to confirm your new account.
- If you have applied for KC Scholars before, you can login to your prior account instead of registering for a new account.

### STEP TWO: Complete the Eligibility Requirement Check

- To determine your income eligibility, complete the FAFSA4Caster to calculate your EFC (Expected Family Contribution) by visiting <http://www.kcscholars.org/fafsa4caster>
- You will need your and your parent’s income and asset information
- Refer to the [FAFSA4caster guide](#) (also located within the eligibility check for guidance).
- Enter your EFC in the Eligibility Quiz

You can complete the following tasks in any order:

### Complete the Applicant Form

- The applicant form consists of 7-8 pages and will take you approximately 20 minutes to complete

### Send Two Online Recommendation Requests

- Select two people to be recommenders
  - Recommender #1 – must be a teacher or a counselor
  - Recommender #2 - can be someone of your choice (teacher, coach, pastor, scout leader, work supervisor, youth director, etc.)
  - Recommender cannot be a family member, friend, classmate, or teammate
- Recommenders must complete an **online** recommendation form; letters are **not accepted**
  - Enter in the name and email address of your recommenders in the application portal. KC Scholars will immediately email them an online form to complete. Follow up with your recommenders to ensure they received it.
  - Complete this section early to give your recommenders plenty of time to complete the recommendation
- Both recommenders **must** complete their forms before you can submit your application.

### Complete Personal Statement

- Respond to the following prompts:
  - **Prompt 1:** How will earning a college degree enable you to reach your personal and/or career goals?
  - **Prompt 2:** Why should you be selected to receive a scholarship?
    - Each prompt has a word count of 250 minimum; 750 max
- Type out your responses in a separate document to allow time to review and so you can save your responses.
  - KC Scholars **cannot** send you a copy of your personal statement responses after you submit your application.

### Upload Current High School Transcript (can be unofficial)

- Transcript must show five semesters which includes 9<sup>th</sup> and 10<sup>th</sup> grade years, and including final grades from your fall semester of 11<sup>th</sup> grade
- Check with your high school counselor or registrar to obtain a digital copy of your transcript

### Upload ACT/SAT Scores

- Upload your ACT/SAT scores if you have taken either test
- If you have not taken either test, your eligibility will be based on your GPA and you are **NOT REQUIRED** to upload test scores.
- If you do not have the required minimum 2.5 GPA to apply, you are required to upload test scores.

### Sign the Online Participation Agreement

### Submit Your Full Application by 11:59pm on February 28, 2020!

**\*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.**

Contact us at [info@kcscholars.org](mailto:info@kcscholars.org) or 816-581-5700 if you have any questions!