KC SCHOLARS

Traditional Scholarship Application Checklist
(application for current 11th graders)

☐ **STEP ONE: Create an Account at www.kcscholars.org**

- If you are new to KC Scholars, click "Apply Now" and "Register" for 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 log in 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 Student Aid Estimator to calculate your EFC (Expected Family Contribution) by visiting http://www.kcscholars.org/efc
- You will need your and your parent's income and asset information
- Refer to the Student Aid Estimator Guide (also located within the eligibility check for guidance).
- Enter your EFC in the Eligibility Requirement Check

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 Two Personal Statement Prompts**

- Respond to the following prompts:
  - **Prompt 1:** What have you learned or observed in the past year that has impacted your desire to attend college and why you should be selected from this scholarship?
  - **Prompt 2:** KC Scholars has both an education and a workforce goal. We are aiming for 80% of our college graduates to stay in Kansas City to live, work, and contribute. After college, how do you plan to contribute to your community and/or broader Kansas City region?
    - Each personal statement prompt has a word count of 250 minimum; 750 maximum
- 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 9th and 10th grade years, and including final grades from your fall semester of 11th 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 25, 2022!**

*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 or 816-581-5700 if you have any questions!