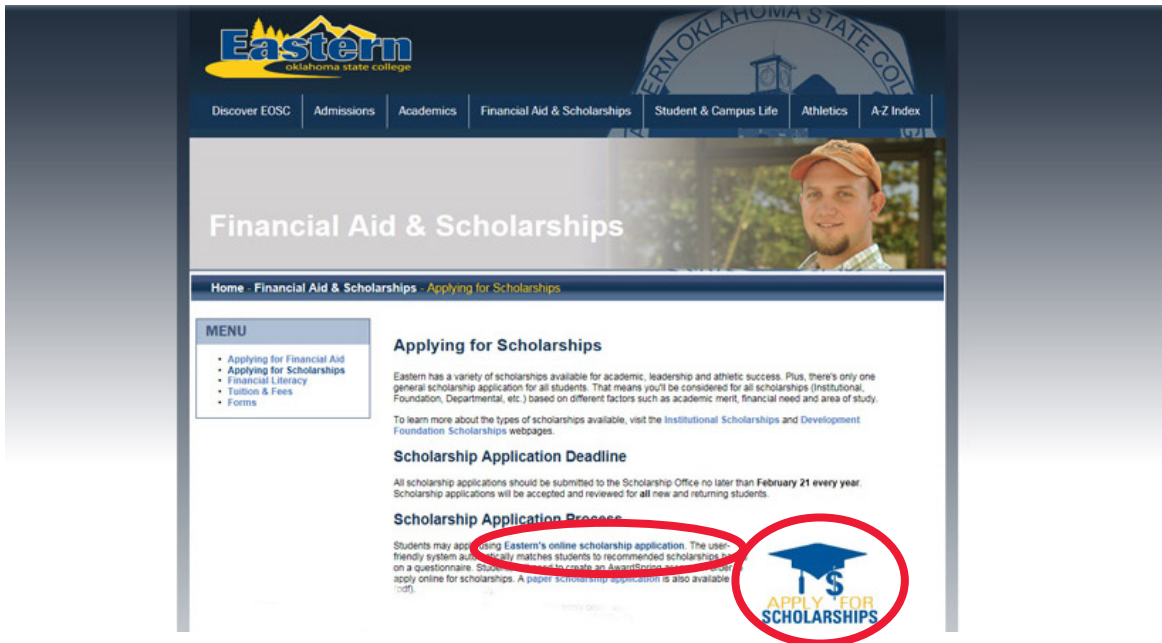
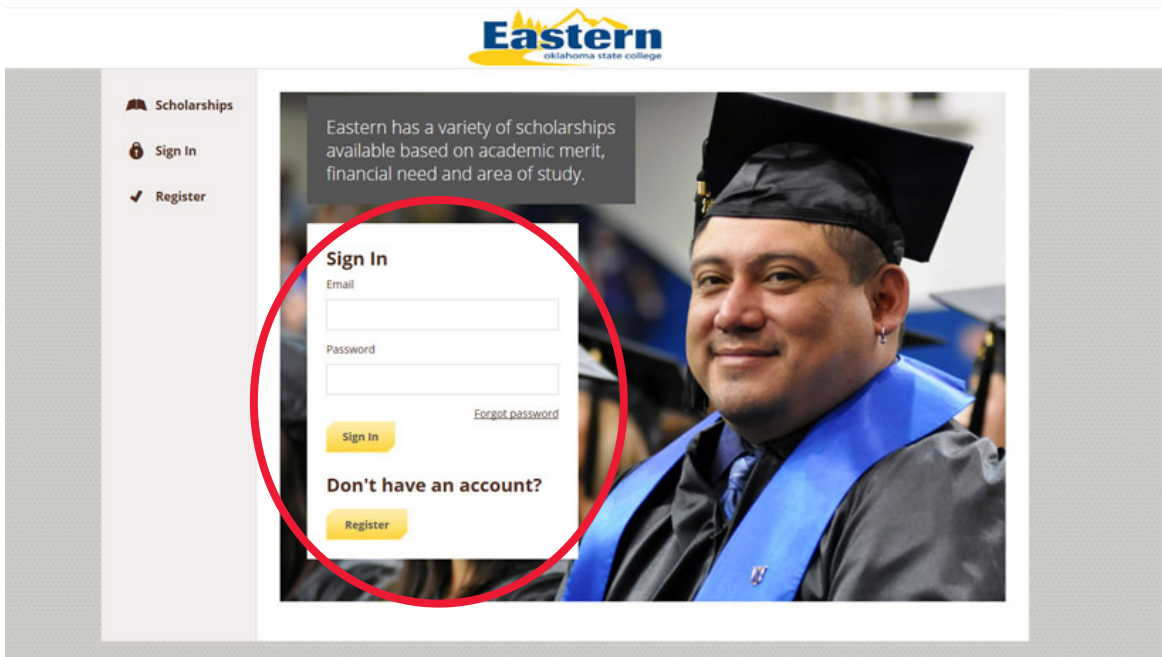


HOW TO APPLY FOR SCHOLARSHIPS IN AWARDSPRING

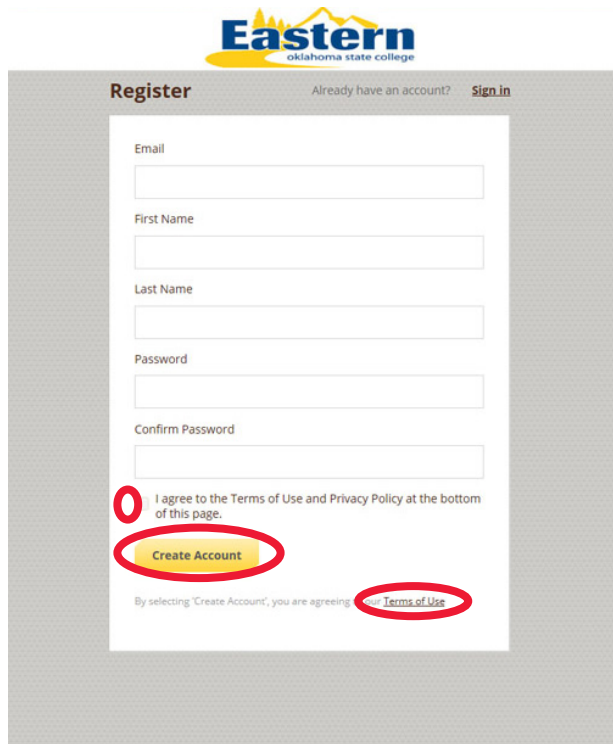
1) Go to eosc.edu/scholarships to find the link “Eastern’s online scholarship application” or click “Apply for Scholarships.”



2) First-time users will “Register” for an account, returning users will simply “Sign In.”



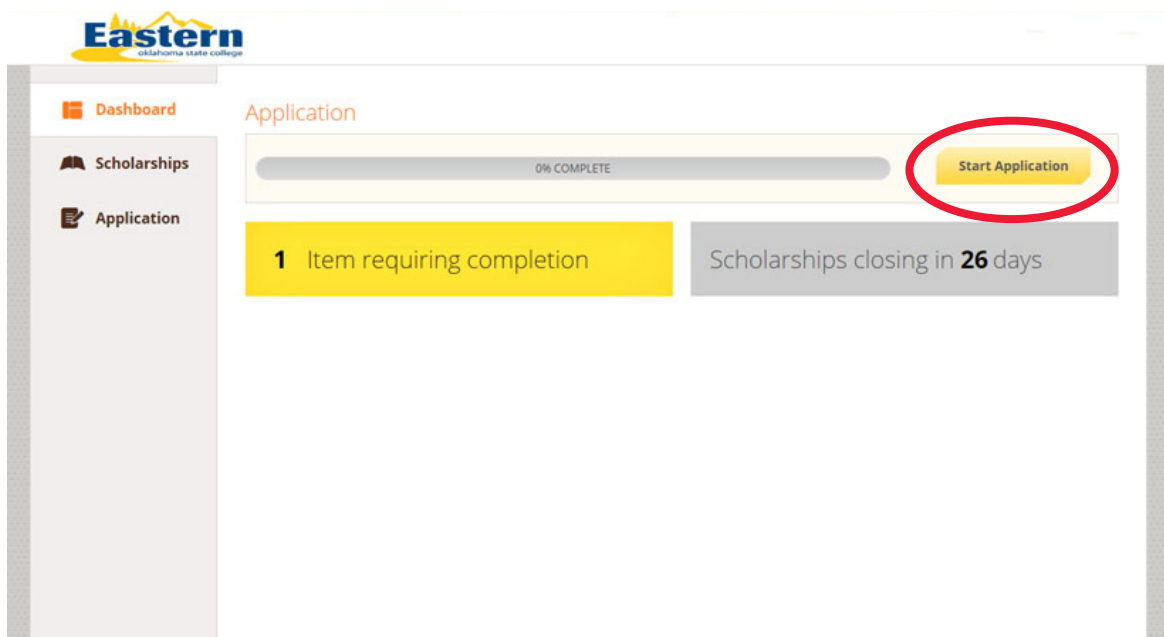
3) To register for an account:



The screenshot shows the registration page for Eastern Oklahoma State College. At the top left is the college logo. The page title is "Register" with a link for "Already have an account? Sign in". The form includes input fields for Email, First Name, Last Name, Password, and Confirm Password. Below the fields is a checkbox with the text "I agree to the Terms of Use and Privacy Policy at the bottom of this page." and a yellow "Create Account" button. A red circle highlights the checkbox, and another red circle highlights the "Terms of Use" link. At the bottom, it says "By selecting 'Create Account', you are agreeing to Terms of Use" with a red circle around the link.

- 1) Fill in your email address
- 2) List your first name
- 3) List your last name
- 4) Create a >6 character password
Must meet 3 of following 4 criteria:
 - 1 uppercase letter
 - 1 lowercase letter
 - 1 number
 - 1 special character (!, @, #, \$, etc.)
- 5) Read, then agree to the Terms of Use and Privacy Policy by checking the box
- 6) Click "Create Account"

4) This is the Dashboard. It will tell you the status of your application as you complete it. Click "Start Application" to begin.



The screenshot shows the application dashboard for Eastern Oklahoma State College. On the left is a navigation menu with "Dashboard", "Scholarships", and "Application". The main content area is titled "Application" and features a progress bar showing "0% COMPLETE". A yellow "Start Application" button is circled in red. Below the progress bar, there are two boxes: a yellow one with "1 Item requiring completion" and a grey one with "Scholarships closing in 26 days".

5) Complete each section of the application, beginning with your “General Information.”

Eastern Oklahoma State University

Application

Dashboard
Scholarships
Application

General Information

Academic Information

Financial Information

Qualification Questions

Application Completion

Do you live in one of these Oklahoma counties?
Select an answer

Gender
 Female
 Male
 Other
 Prefer Not to Identify

Have you applied for admission to Eastern?
 Yes
 No

If you answered no you have not completed your Admissions application, please click this link and complete your application.
https://www.ostsu.edu/admissions/apply_now.aspx

If you answered yes and have already completed your admissions application, please proceed with the scholarship application.

EDSC Student ID # (will be included on the "Thank you for completing admissions application" email you will receive)
2 words (2 left)

Date of Birth
[mm/dd/yyyy] [icon]

Phone Number

Address (please use your permanent address)

City

Zip Code

Are you a U.S. citizen?
 Yes
 No

Are you an international student?
 Yes
 No

Country
Select an answer

Are you a registered Native American tribe member?
 Yes
 No

Previous Step Next Step Submit Application

NOTES:

- 1) Applicants are strongly encouraged to complete an Application for Admission prior to completing this scholarship application.
- 2) If you have completed an Application for Admission, please enter your Student ID #. This was provided in the email you received upon completion of the Application for Admission.
- 3) ALL QUESTIONS MUST BE ANSWERED. Sections left “In Progress” may be completed at a later date, however you will be unable to submit an incomplete application.

6) Click “Next Step” to proceed to the next section.

7) Complete the “Academic Information” section of the application.

NOTES:

- 1) Applicants must provide their high school class rank (__ out of __). This information is found on your high school transcript.
- 2) Applicants must upload their most recent transcript. (Must include Fall 2017, if applicable)
- 3) Freshmen applicants MUST upload official ACT or SAT scores to be considered. Sophomores DO NOT.
- 4) Freshmen applicants must provide their ACT/SAT composite and subject sub-scores. Sophomores enter 0.
- 5) All applicants are required to upload their resume.

The screenshot shows the 'Academic Information' section of an application form. The form is divided into several sections: General Information, Academic Information, Financial Information, Qualification Questions, and Application Completion. The 'Academic Information' section is currently active and contains the following fields and options:

- Major:** A dropdown menu with 'AGRICULTURE/BIOSCIENCE' selected.
- Academic Status:** Radio buttons for 'Continuing High School Senior', 'Continuing High School Senior with concurrent classes', 'Completed less than 32 college hours, including the fall and spring semesters', and 'Completed 33 or more college hours including the fall and spring semesters'. 'Continuing High School Senior' is selected.
- Degree Pursuing:** Radio buttons for 'Certificate' and 'Associate's'. 'Associate's' is selected.
- Class Rank:** A text input field with '1 out of 88' entered.
- Current college GPA (cumulative "courseweighted" GPA if still in high school):** A text input field with '1.28' entered.
- Transcript Upload:** A text box with instructions: 'When you upload your college transcript be sure it includes 2017 fall classes and cumulative good high school transcripts must include class rank ___ out of ___.' Below the text box is an 'Upload File' button.
- State of the address:** A dropdown menu.
- What high school did you attend?:** A text input field with 'All worlds HS' entered.
- ACT/SAT Scores:** A section with instructions: 'Freshmen: MUST upload official ACT or SAT scores to be considered. Sophomores: DO NOT upload official ACT or SAT scores to be considered.' Below this are several input fields for ACT and SAT scores, with '00' entered in each.
- Resume Upload:** A text box with instructions: 'Please note your resume includes all activities, offices, organizations, and projects, honors received, etc. and your employment history.' Below the text box is an 'Upload File' button.
- Next Step:** A button at the bottom of the form, circled in red.

8) Click “Next Step” to proceed to the next section.

9) Complete the “Financial Information” section of the application.

The screenshot shows the 'Application' page for Oklahoma State University. The left sidebar contains navigation links for 'Dashboard', 'Scholarships', and 'Application'. The main content area has a progress indicator with five steps: 'General Information' (Completed), 'Academic Information' (In Progress), 'Financial Information' (highlighted in orange), 'Qualification Questions', and 'Application Completion'. The 'Financial Information' section contains the question: 'Have you received a scholarship from EOOSC or the Foundation in the past?' with radio buttons for 'Yes' and 'No'. Below this is another question: 'Have you applied for any of the following:' with checkboxes for 'Vocational Rehab', 'Oklahoma Promise', 'VA Benefits', 'Tribal Grants', and 'No. I have not applied for any of those listed.'. At the bottom, there are three buttons: 'Previous Step', 'Next Step' (circled in red), and 'Submit'.

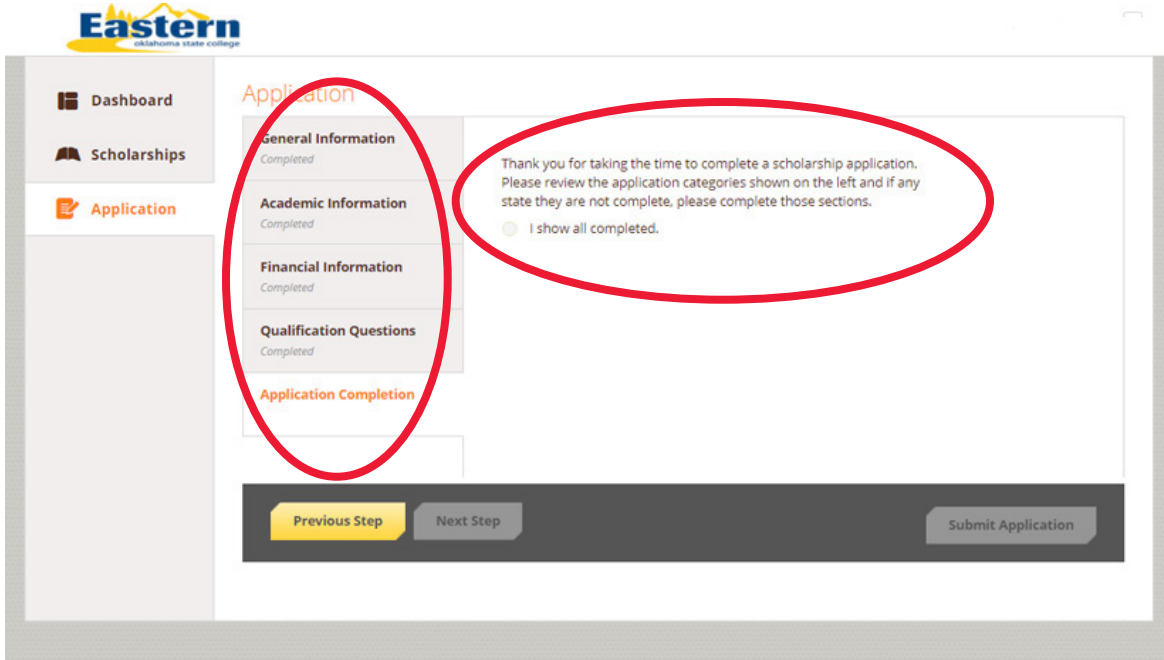
10) Click “Next Step” to proceed to the next section.

11) Complete the “Qualifications Questions” section of the form.

The screenshot shows the 'Application' page with the 'Qualification Questions' section highlighted in orange. The left sidebar is the same as in the previous screenshot. The main content area shows the progress indicator with 'Qualification Questions' highlighted. The 'Qualification Questions' section contains several questions with radio buttons or checkboxes: 'How many college credit hours have you completed (including 2017 fall)?' (text input), 'How many college hours are you enrolled or plan to enroll for the 2018 spring semester?' (text input), 'Do you plan to live on the Wilburton campus?' (radio buttons), 'Will you be participating on an Agricultural Judging Team?' (radio buttons), 'Are you on an EOOSC athletic team?' (radio buttons), 'Have you been a member of any of the following in school (high school or colleges)? (Please select all that apply)' (dropdown menu), 'Are you an active member of a local Southern Baptist Church?' (radio buttons), 'Are you an employee (or spouse/child of employee) of Franklin Electric?' (radio buttons), 'Are you a member of Klamath Electric Coop?' (radio buttons), 'Have you taken (or are you enrolled in) Speech 1113?' (radio buttons), and 'Are you an FFA Panola Graduate?' (radio buttons). At the bottom, there are three buttons: 'Previous Step', 'Next Step' (circled in red), and 'Submit Application'.

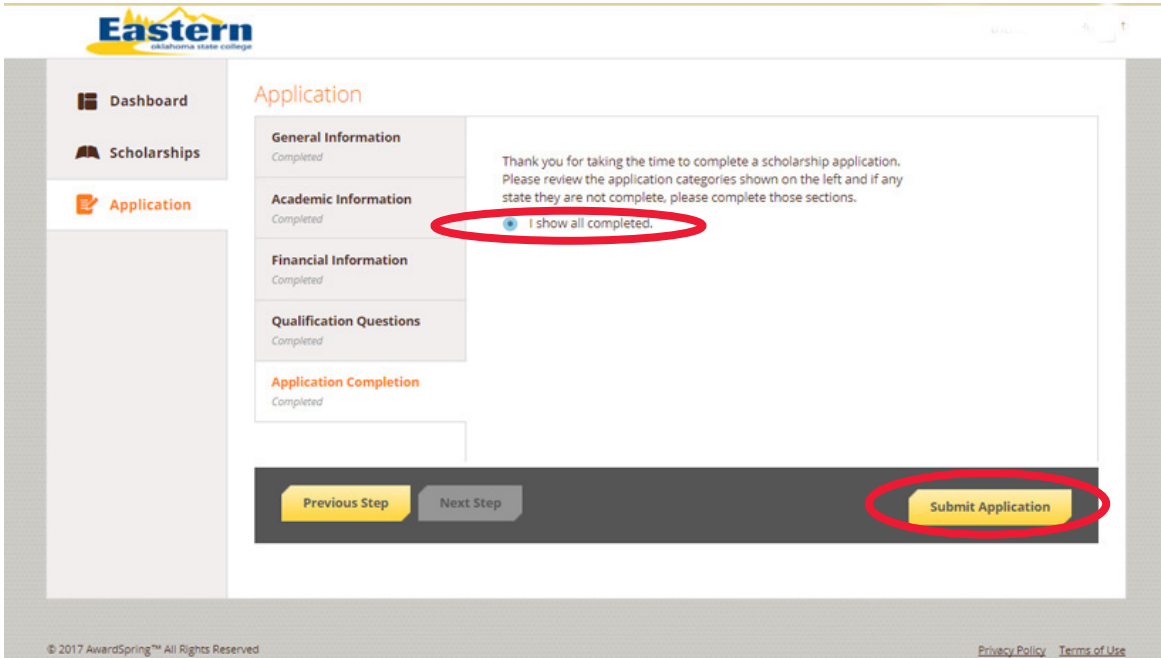
12) Click “Next Step” to proceed to the next section.

15) All sections of the form should say “Completed”. Select “I show all completed”.



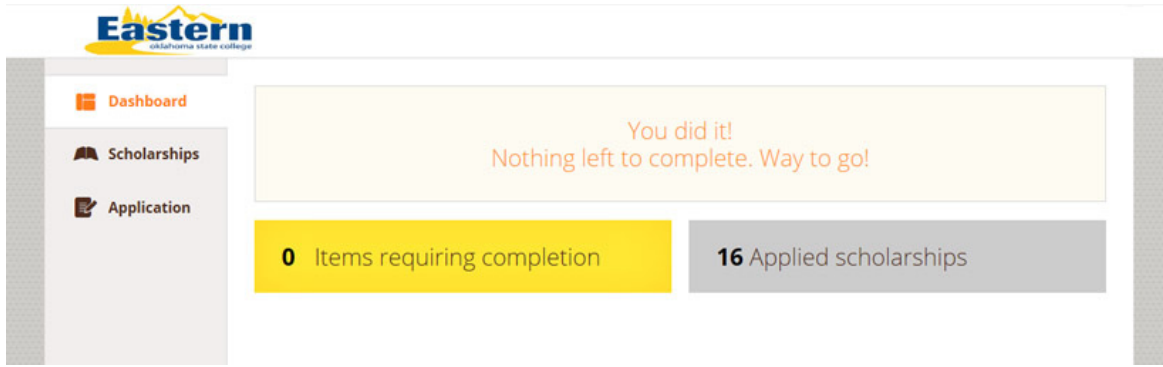
16) Once “I show all completed” has been selected “Submit Application” turns yellow and is now clickable.

NOTE: You can choose to come back later to complete your application, prior to the Feb. 21 deadline.

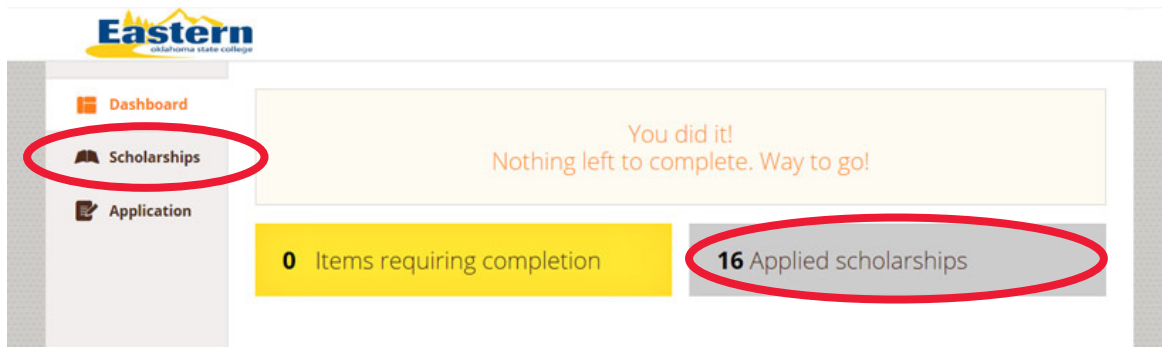


17) Once you have successfully submitted your scholarship application, this screen will appear.

NOTE: The number of “Applied Scholarships” will vary from student to student.

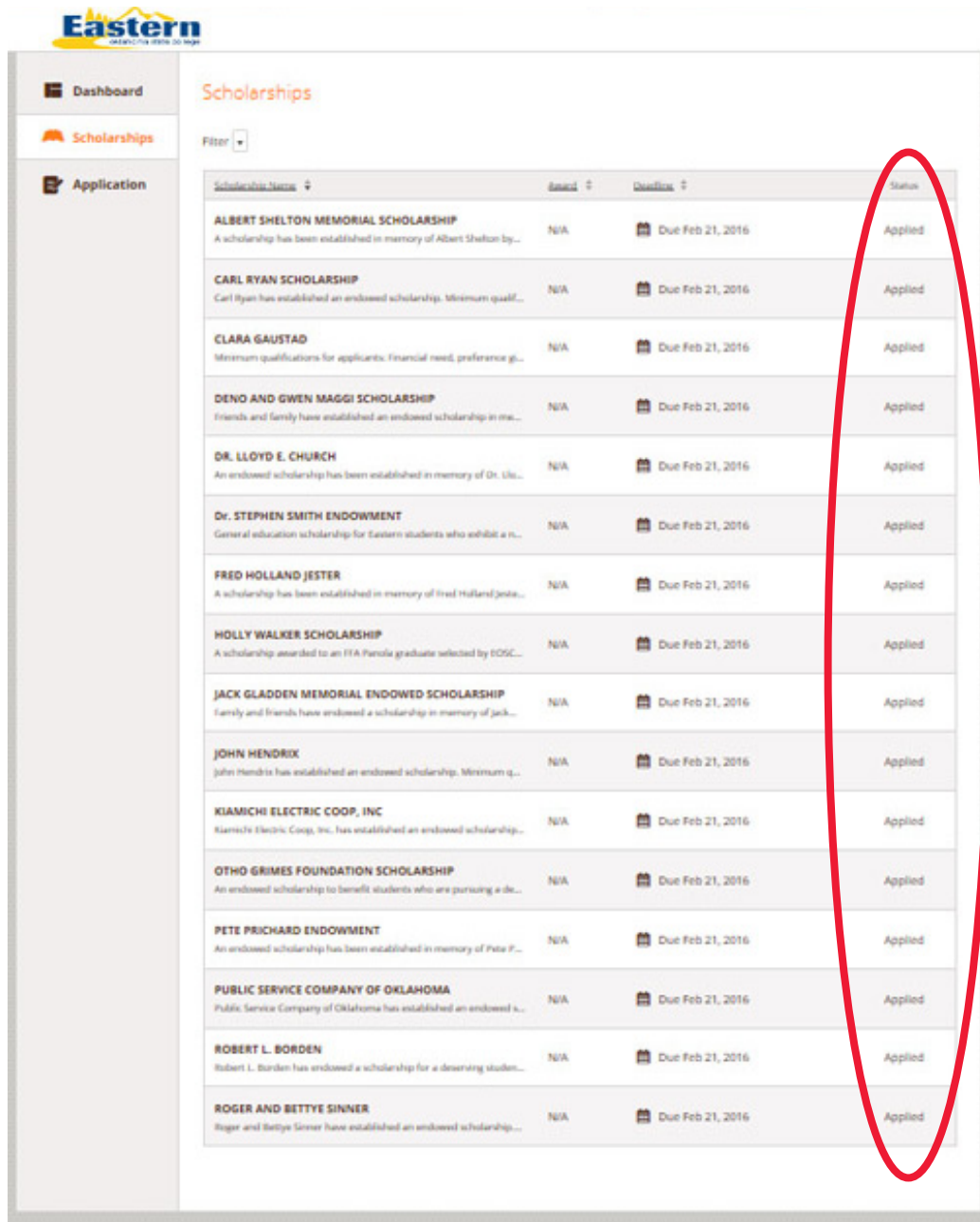


18) Clicking the “Scholarships” tab on the left, or your number of “Applied Scholarships” will display the scholarships you are eligible to receive.



19) The scholarships you are eligible to receive are listed here immediately. Once awarded, the “Status” of that particular scholarship will change from “Applied” to “Awarded.”

NOTE: The displayed selection of scholarships is specific to this tutorial, and in no way reflects the actual scholarships you will be eligible for.



The screenshot shows the 'Scholarships' page on the Eastern University website. The page has a sidebar with 'Dashboard', 'Scholarships', and 'Application' options. The main content area is titled 'Scholarships' and features a table with columns for 'Scholarship Name', 'Award', 'Deadline', and 'Status'. A red oval highlights the 'Status' column, which contains the word 'Applied' for every row. The table lists 15 different scholarships, each with a brief description, 'N/A' for the award amount, and a deadline of 'Due Feb 21, 2016'.

Scholarship Name	Award	Deadline	Status
ALBERT SHELTON MEMORIAL SCHOLARSHIP A scholarship has been established in memory of Albert Shelton by...	N/A	Due Feb 21, 2016	Applied
CARL RYAN SCHOLARSHIP Carl Ryan has established an endowed scholarship. Minimum qualif...	N/A	Due Feb 21, 2016	Applied
CLARA GAUSTAD Minimum qualifications for applicants: Financial need, preference gi...	N/A	Due Feb 21, 2016	Applied
DENO AND GWEN MAGGI SCHOLARSHIP Friends and family have established an endowed scholarship in me...	N/A	Due Feb 21, 2016	Applied
DR. LLOYD E. CHURCH An endowed scholarship has been established in memory of Dr. Llo...	N/A	Due Feb 21, 2016	Applied
DR. STEPHEN SMITH ENDOWMENT General education scholarship for Eastern students who exhibit a h...	N/A	Due Feb 21, 2016	Applied
FRED HOLLAND JESTER A scholarship has been established in memory of Fred Holland Jeste...	N/A	Due Feb 21, 2016	Applied
HOLLY WALKER SCHOLARSHIP A scholarship awarded to an ITA Panola graduate selected by EOSC...	N/A	Due Feb 21, 2016	Applied
JACK GLADDEN MEMORIAL ENDOWED SCHOLARSHIP Family and friends have endowed a scholarship in memory of jack...	N/A	Due Feb 21, 2016	Applied
JOHN HENDRIX John Hendrix has established an endowed scholarship. Minimum q...	N/A	Due Feb 21, 2016	Applied
KIAMICHI ELECTRIC COOP, INC Kiamichi Electric Coop, Inc. has established an endowed scholarship...	N/A	Due Feb 21, 2016	Applied
OTHO GRIMES FOUNDATION SCHOLARSHIP An endowed scholarship to benefit students who are pursuing a de...	N/A	Due Feb 21, 2016	Applied
PETE PRICHARD ENDOWMENT An endowed scholarship has been established in memory of Pete P...	N/A	Due Feb 21, 2016	Applied
PUBLIC SERVICE COMPANY OF OKLAHOMA Public Service Company of Oklahoma has established an endowed s...	N/A	Due Feb 21, 2016	Applied
ROBERT L. BORDEN Robert L. Borden has endowed a scholarship for a deserving studen...	N/A	Due Feb 21, 2016	Applied
ROGER AND BETTYE SINNER Roger and Bettye Sinner have established an endowed scholarship...	N/A	Due Feb 21, 2016	Applied

20) Sections left “In Progress” can be completed at a later date, all other progress will be saved. Also, log back in at a later date to check the “Status” of your scholarships. You will be informed if you are awarded by regular mail as well.