



# UNC Scholarship Application Guide

## Table of Contents

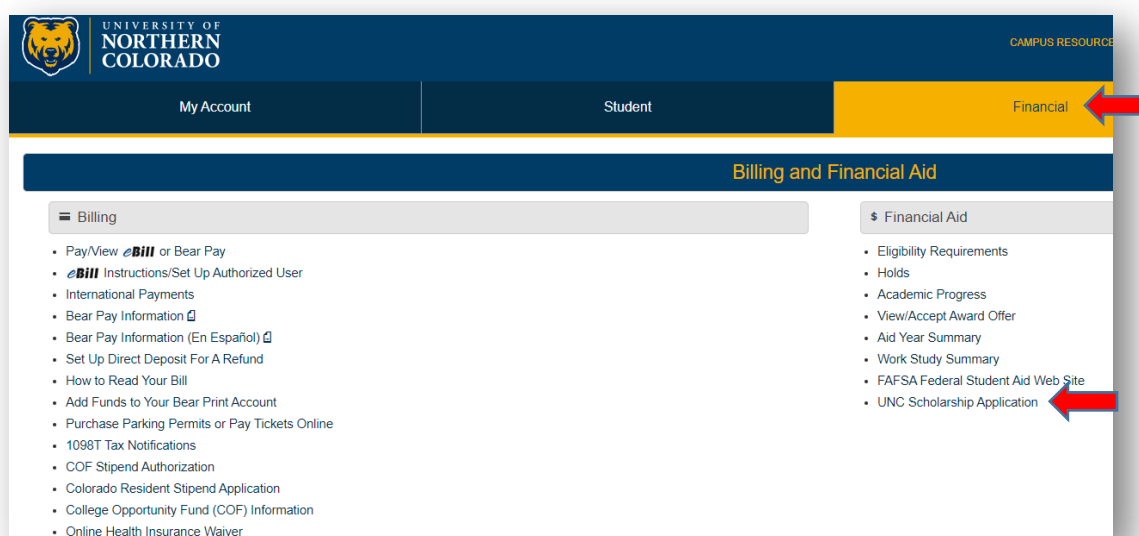
Location of Scholarship Application .....	2
How to Complete Your UNC Scholarship Application .....	2
How to Apply for Recommended Opportunities .....	5
How to Read Your Dashboard .....	7
Current Section on Your Dashboard .....	9
Types of scholarship status you can have .....	9
How You Know You Have Been Offered a Scholarship.....	10
How To Accept a Scholarship and Complete Additional Steps .....	11
Scholarship Gratitude Survey.....	12
Searching Additional Scholarships .....	15
Tips and Reminders .....	16

## Student Instructions on Completing the UNC Scholarship Application

Updated January 2022

### Location of Scholarship Application

UNC's scholarship application is located in your URSA account. On the Financial tab, you will see a link for the **"UNC Scholarship Application"**. You need to complete the scholarship application every year to be considered for UNC Foundation scholarships. The application will open November 1<sup>st</sup> each school year, to be completed for the following school year. The priority deadline will be February 1<sup>st</sup> for New students and Continuing students, and June 1<sup>st</sup> for Graduate students, Transfer students, and International students.



### How to Complete Your UNC Scholarship Application

1. Once logged into your general scholarship application you will see a list of questions for you to answer, these questions are used to determine your eligibility for most of the Foundation scholarships available. You are not required to answer all the questions, but keep in mind, the more you complete can increase potential scholarship opportunities. You are required to answer the questions that have asterisks (\*) next to them, which include your Bear Number, Signature, and Today's Date, before proceeding to other tasks within the system.
2. Click on the yellow **'Finish and Submit'** button when you are finished. You can save your application at any time by clicking on the white **'Save and Keep Editing'** button.

## Table of Contents

### View of Application top half:

UNC

UNIVERSITY OF  
NORTHERN  
COLORADO

My Applications

Opportunities

Johnny Applesseed

Application Progress

General Application

Welcome to the UNC Scholarship Application! This is a general application that will allow you to apply for UNC Foundation scholarships for the 2022-2023 academic year.

If you have any questions, please contact the UNC Office of Financial Aid at [ofa.scholarships@uncnc.edu](mailto:ofa.scholarships@uncnc.edu) or (970) 351-4882 option 1.

You can save your application at any time by clicking **Save and Keep Editing** at the bottom of the form. Once completed, you can submit your application by clicking **Finish and Continue**.

Note: Required fields are marked with an asterisk.

**General Application Questions**

\* Bear Number

Preferred name/name in use

Preferred phone number

Please enter a phone number formatted like 555-555-5555.

What is your expected UNC graduation date?

Choose from the following statements about you:

☐ I am a graduate from a high school in a rural area.

☐ I am a graduate of a high school with an enrollment of 200 or less.

☐ I was the valedictorian or salutatorian of my senior class.

☐ I am a new transfer student from a community college.

☐ I am a transfer student from Aims Community College.

☐ I am a resident from Eastern Colorado.

☐ I am a first-generation college student.

☐ I am a non-traditional student.

☐ I am a member of an under-represented group at UNC.

☐ I am a parent of one or more dependents.

☐ I am a single parent of at least one child.

☐ One or more of my parents are deceased.

☐ I am an orphan or was previously in a foster home.

☐ My immigration status classifies me under Deferred Action for Childhood Arrivals (DACA).

First Generation student definition: Biological or Adopted parents and immediate family have not attended any kind of post-secondary education. Non-traditional student definition: Entering UNC after the age of 24 and/or has dependent children. Under-represented group definition are Students with historically marginalized identities. This may include: Students of color, LGBTQI identity, undocumented student, first-generation college student, nontraditional age (over 24), student with dependents, students with disabilities (physical/mental/emotional).

Choose the following statements that apply to you:

☐ I am a victim of a natural disaster.

☐ Farming is my family's primary occupation.

☐ My parent is a graduate of UNC.

☐ I have an interest in doing research or am currently working at the UNC Cancer Rehabilitation Institute.

☐ I am registered for services through the Disability Support Services Office at UNC.

☐ I am admitted into the GOAL Program.

☐ I have participated in a Centennial Rotary Club fundraising event.

☐ I am interested in entering the oil and gas industry.

Choose the following extracurricular activities that you are/will be involved in:

☐ I am actively involved in campus activities at UNC.

☐ I am actively involved in community service activities.

☐ I am currently employed.

☐ I have a past history of employment.

☐ I am a member of a group that exhibits conservative values, knowledge and understanding of American history, strong moral and ethical behavior.

### View of Application bottom half:

Choose the following campus activities that you are/will be involved in:

☐ I am a member of the University Band.

☐ I will participate in intramural sports at UNC.

☐ I am involved in University Sports.

☐ I am an active member of the Criminal Justice Society.

☐ I am an active member of a UNC Sorority.

☐ I am an active member of a UNC Fraternity.

☐ I am involved in The Little Theatre of the Rockies.

☐ I am a current member of Beta Alpha Psi or another professional accounting organization at UNC.

☐ I am involved or plan to be involved with the Asian Pacific American Student Services (A/PASS).

☐ I am involved or plan to be involved with the César Chávez Cultural Center (CCCC).

☐ I am involved or plan to be involved with the Gender & Sexuality Resource Center (GRSC).

☐ I am involved or plan to be involved with the Marcus Garvey Cultural Center (MGCC).

☐ I am involved or plan to be involved with the Native American Student Services (NASS).

☐ I am involved or plan to be involved with the Center for Women's & Gender Equity (CWGE).

☐ I am currently involved in the McNair Scholars Program.

☐ I am currently involved in the LEAP Scholars Program.

☐ I am currently involved in the UNC Honors Program.

☐ I am currently in the UNC Cumbres program.

☐ I am a member of the President's Leadership Program.

☐ I am actively involved in the Center for Human Enrichment Program.

List any other extracurricular involvement:

Choose the following teaching related program statements that apply to you:

☐ I am majoring in science with the intent of becoming a teacher.

☐ I am currently a teacher in a K-12 classroom that intends to continue teaching.

☐ I will be student teaching during the academic year.

☐ I am planning on becoming a teacher.

☐ I intend to teach in a rural school district.

☐ I intend to teach in a public school district.

☐ I have an interest in teaching children with disabilities.

☐ I have an interest in working with children/adolescents with emotional or behavioral disorders.

Choose from the following Military statements:

☐ I am an active-duty military member.

☐ I am currently participating in ROTC at UNC.

☐ I am a veteran of the US military.

☐ I am a child or grandchild of an active member or veteran of the military.

Are you a UNC employee?

☐ Yes

☐ No

If you are a student work study employee or student hourly employee, answer NO to this questions.

Are you the dependent child or spouse of a UNC employee?

☐ Yes

☐ No

\* I confirm that all information included in this application is true and correct to the best of my knowledge. I understand that by signing this application, I give UNC permission to share the information listed on this application with university employees, the UNC Foundation, and the donors of the scholarships for which I may qualify. NOTE: UNC will not share information with any outside entities without your written permission, per the Family Education Rights and Privacy Act (FERPA). - Answer 1 time.

\* 1. Signature

Type your full name for electronic signature

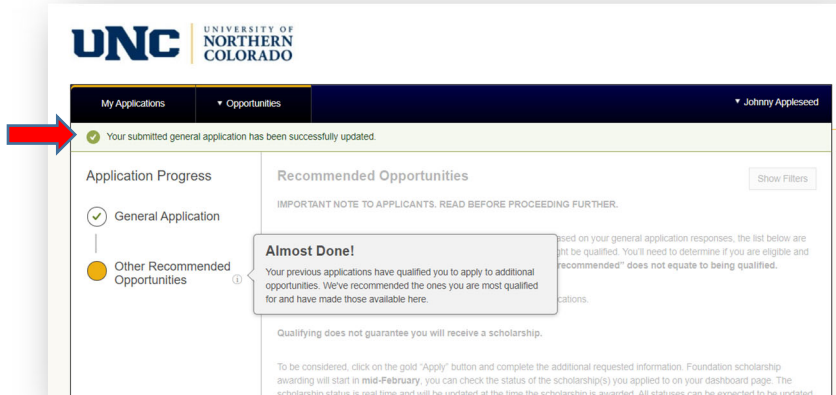
\* 2. Today's Date

Please enter a date formatted like MM/DD/YYYY.

Save and Keep Editing Finish and Submit

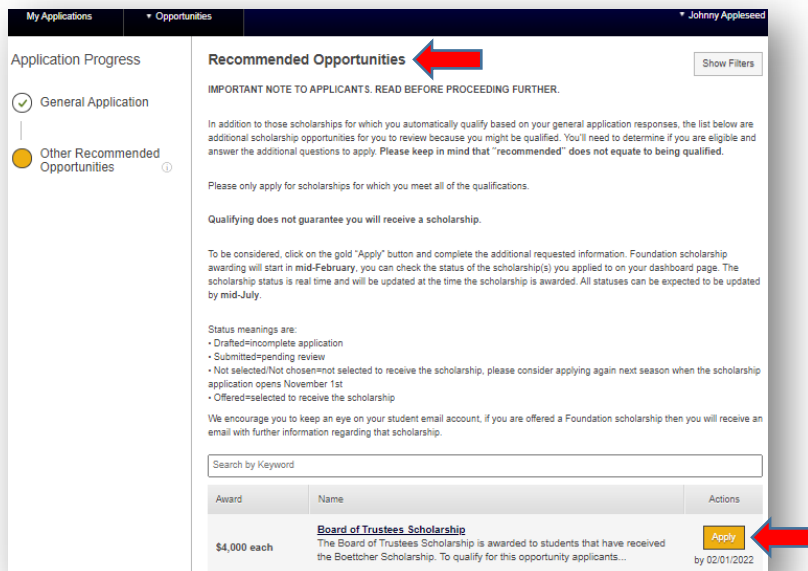
## Table of Contents

- After you submit your general scholarship application, you will get a big Grey 'Almost Done!' pop-up message that reads: "Your previous applications have qualified you to apply to additional opportunities. We've recommended the ones you are most qualified for and have made these available here."
  - Note: there will be a green pop-up message at the top of the page that confirms your application has been successfully submitted.
  - You will also receive an email to your student email titled "Application Submission Confirmation".



- After the pop-up goes away, you will be directed to your 'Recommended Opportunities' page. This is where you will see all 'Apply-To' scholarships for which the system determines that you potentially may be qualified for based on your additional answers. These scholarships require an additional question(s) to be submitted to determine your true eligibility.

**View of the Recommended Opportunities page:**



### How to Apply for Recommended Opportunities

1. Click on all the yellow '**Apply**' buttons listed to see what the additional required item is. This could be a short yes or no question, or an essay, etc.
2. You will need to complete the additional requirement(s) to apply for that scholarship.
  - If the question is not applicable to you, you do not need to complete that additional question. For example, UNC may offer a scholarship that can be awarded to Business Majors that are also part of a Native American Tribe. You will see this scholarship listed on your recommended page if you are a Business Major, the system does not know if you are part of a Native American tribe so the additional question would be to upload your tribal documentation. If you are not part of a Native American Tribe, you would not complete that additional requirement.
3. Click on the '**Finish and Submit**' button once you have completed the requested item(s). You have now applied to that scholarship.

The screenshot shows the 'UNC Legacy Scholarship' application form. The header includes the UNC logo and 'UNIVERSITY OF NORTHERN COLORADO'. The navigation bar has 'My Applications' and 'Opportunities' tabs, with a red notification bubble on 'Opportunities'. The user's name 'Johnny Appleseed' is in the top right. The form is divided into a left sidebar and a main content area. The sidebar contains sections for 'Description' (scholarship details), 'Deadline' (09/30/2022), 'Category' (Drafted), and 'Supporting Documents' (Applicant Record, Profile). The main content area has instructions, a note about required fields, and an 'Application Questions' section with a text input field. A red arrow points to this input field. At the bottom right, there are two buttons: 'Save and Keep Editing' and 'Finish and Submit', with a red arrow pointing to the latter.

**UNC** | UNIVERSITY OF NORTHERN COLORADO

My Applications **Opportunities** Johnny Appleseed

### UNC Legacy Scholarship

**Description**  
This scholarship is awarded to students working on their first undergraduate degree, whose biological or adoptive mother or father is a graduate of...

**Deadline**  
09/30/2022

**Category**  
Drafted

**Supporting Documents**  
Applicant Record  
Profile

You can save your application at any time by clicking **Save and Keep Editing** at the bottom of the form. Once completed, you can submit your application by clicking **Finish and Submit**.

**Note:** Required fields are marked with an asterisk.

**Application Questions**

\* List the name, Date of Birth, and year of graduation for the parent that graduated from UNC (Be sure to use the name that your parent used at the time of their graduation).

For example "John Smith, 1979"

Save and Keep Editing **Finish and Submit**

## Table of Contents

4. You will see a green message at the top to let you know the scholarship item has been successfully submitted. If you have additional '**Recommended Opportunities**' that you have not completed, you will be directed back to the '**Recommended Opportunities**' page. You will see the yellow '**Apply**' button for all the scholarships you have not completed and the '**View Your Application**' link for all the ones that you have completed.
  - Once you submit the additional item(s) for the recommended scholarship, you will receive an email to your student email titled "Application Submission Confirmation". This will let you know that your application for the specific scholarship was submitted.

My Applications Opportunities Johnny Appleseed

✓ Your application to UNC Legacy Scholarship has been successfully submitted.

Application Progress

- ✓ General Application
- Other Recommended Opportunities

**Recommended Opportunities**

IMPORTANT NOTE TO APPLICANTS. READ BEFORE PROCEEDING FURTHER.

In addition to those scholarships for which you automatically qualify based on your general application responses, the list below are additional scholarship opportunities for you to review because you might be qualified. You'll need to determine if you are eligible and answer the additional questions to apply. Please keep in mind that "recommended" does not equate to being qualified.

Please only apply for scholarships for which you meet all of the qualifications.

Qualifying does not guarantee you will receive a scholarship.

To be considered, click on the gold "Apply" button and complete the additional requested information. Foundation scholarship awarding will start in mid-February, you can check the status of the scholarship(s) you applied to on your dashboard page. The scholarship status is real time and will be updated at the time the scholarship is awarded. All statuses can be expected to be updated by mid-July.

Status meanings are:

- Drafted=incomplete application
- Submitted=pending review
- Not selected/Not chosen=not selected to receive the scholarship, please consider applying again next season when the scholarship application opens November 1st
- Offered=selected to receive the scholarship

We encourage you to keep an eye on your student email account, if you are offered a Foundation scholarship then you will receive an email with further information regarding that scholarship.

Search by Keyword

Award	Name	Actions
\$4,000 each	<b>Board of Trustees Scholarship</b> The Board of Trustees Scholarship is awarded to students that have received the Boettcher Scholarship. To qualify for this opportunity applicants...	Apply by 02/01/2022
\$500	<b>UNC Legacy Scholarship</b> This scholarship is awarded to students working on their first undergraduate degree, whose biological or adoptive mother or father is a graduate of...	View Your Application

**You have now applied for all the Foundation scholarships that you qualify for at UNC!**

Please note: the 'Recommended Opportunities' scholarships are not the only scholarships that you are in the running for. These are only the scholarships that required an additional item to be completed. Most scholarships do not have an additional item to be completed, you will be filtered into these scholarships automatically based on your General Scholarship Application. You will not see these on your Dashboard.

### How to Read Your Dashboard

Every time you log back into your general scholarship application after you have applied to all your '**Recommended**' scholarships, you will be directed to your '**Dashboard**' page. This is a central location where you can monitor the status and progress of your various applications in the system. This page is broken down into four key areas based on your needed interactions. Please note that if you do not apply to all your '**Recommended**' scholarships, you will be directed to the '**Recommended Opportunity**' page after logging in until they are all answered. To get to your Dashboard from your '**Recommended**' page, you will have to click on the '**My Applications**' tab on the top left of your screen.

❖ The four key areas on your Dashboard:

- Status Box: This is your progress indicator. This section will indicate what you need to complete and what you have already completed. Anything in GREEN is completed; anything in RED is incomplete. These color buttons are clickable boxes.
- Needs Attention: This section will appear for scholarships that have been applied for, but something has occurred that requires new attention and action from you is needed. For example, if you have a drafted application or a missing Scholarship Gratitude Survey.
- General Application: This section will display your submitted UNC Scholarship Application.
- Current: This section will show all the scholarships you have applied for from the '**Recommended Opportunities**' page and/or the scholarships you have received for both the current academic year as well as the upcoming year. Each tile will show the status for that scholarship.



## Table of Contents

### View of the Student Dashboard page:

The screenshot displays the UNC Student Dashboard interface. At the top, the UNC logo and "UNIVERSITY OF NORTHERN COLORADO" are visible. Below the header, a navigation bar includes "My Applications" (with a red notification badge showing the number 2) and "Opportunities". The user's name, "Johnny Applesseed", is in the top right corner.

The main content area is divided into several sections, each indicated by a red arrow on the left:

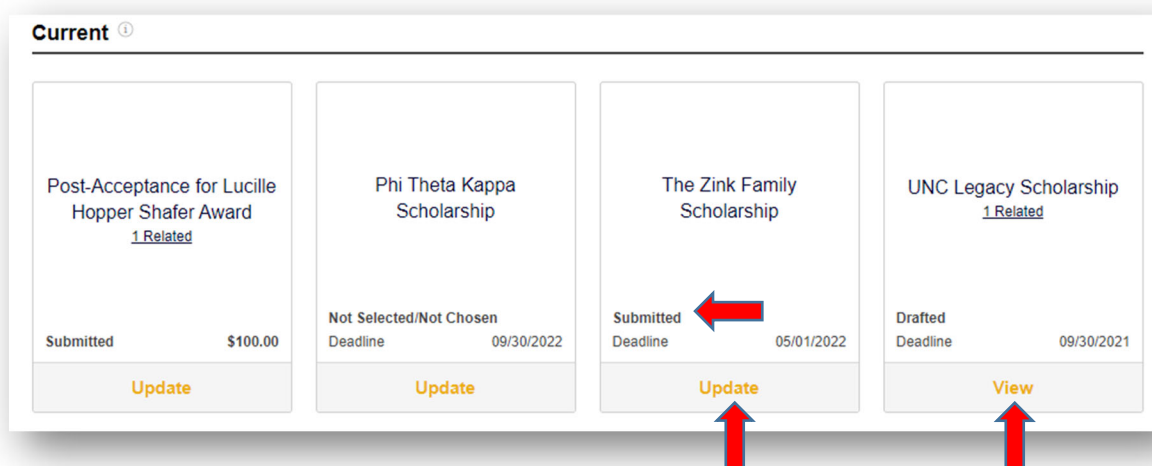
- Status**: This section contains a summary of application progress. It shows "Recommended Opportunities Submitted 1 of 2", "General Applications Submitted 1 of 1", and "Offers Accepted/Declined 0 of 1".
- Needs Attention**: This section highlights items requiring attention. It includes two cards: "Lucille Hopper Shafer Award" (Offered \$100.00, Deadline 02/01/2021, with an "Accept" button) and "Phi Theta Kappa Scholarship" (Drafted, Deadline 09/30/2022, with a "Finish" button). A red triangle icon and the text "Required Questions" are next to the Phi Theta Kappa Scholarship card.
- General Application**: This section shows a "General Application" card with a "Submitted" status, a "Deadline" of 09/30/2022, and an "Update" button.
- Current**: This section displays two active scholarship cards: "The Zink Family Scholarship" (Submitted, Deadline 05/01/2022, with an "Update" button) and "UNC Legacy Scholarship" (Submitted, Deadline 09/30/2022, with an "Update" button").

## Current Section on Your Dashboard

This section will include all the scholarships you have applied for from the **'Recommended Opportunities'** page as well as all the scholarships you have been awarded. You will see a tile for each scholarship. Information in this tile will include the name of scholarship, the application deadline for each scholarship, the most recent application status, and a button at the bottom to either **'View'** or **'Update'** that scholarship.

The scholarships with a **'View'** button at the bottom have had the deadline pass. You can still view this scholarship and all the items you submitted but you will no longer have access to update it. The scholarships with an **'Update'** button are still open and you have access to edit/submit your application for that scholarship. Depending on the time of year, you may see tiles that belong to scholarships for the current academic year as well as scholarships for the upcoming academic year.

**View of Current section:**



**You will want to keep an eye on each scholarship status through mid-July!**

Types of scholarship status you can have:

- Drafted: You have not submitted for this scholarship and it is still incomplete.
- Submitted: You have submitted your application for this scholarship, it is pending review.
- Not Selected/Not Chosen: Your application was not selected to receive this scholarship.
- Offered: You have been offered this scholarship.
- Accepted: You have accepted this scholarship.

## How You Know You Have Been Offered a Scholarship

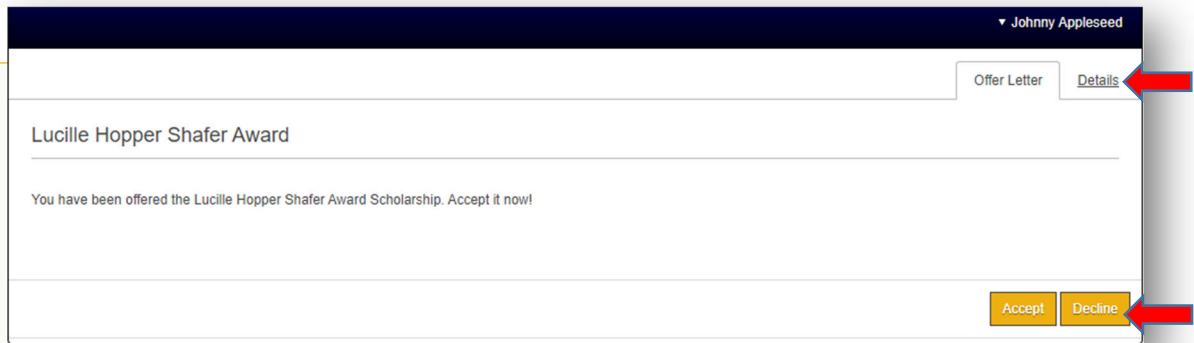
You will be notified through your student email if you are offered a scholarship. The email will be titled “You have been offered the [name of scholarship] at UNC!”. That email will list any additional steps that need to be completed and the requirements needed to receive the award, along with a link to go directly to that specific scholarship application tile.

You can also use the steps outlined previously for how to get into your UNC Scholarship Application ‘**Dashboard**’ again. Once you are logged in to your ‘**Dashboard**’, you will see a green message at the top that states, “You have been offered the [name of scholarship]! Please review the offer to view the details tab and accept or reject the award”. You can click on the ‘**review the offer**’ link in that message to accept it. Alternatively, you can click the ‘**Accept**’ button on the scholarship tile in your ‘**Needs Attention**’ section. In addition, your ‘**Status**’ box section will show you now have a button for ‘**Offers Accepted/Declined**’ with red writing, meaning you have outstanding items.

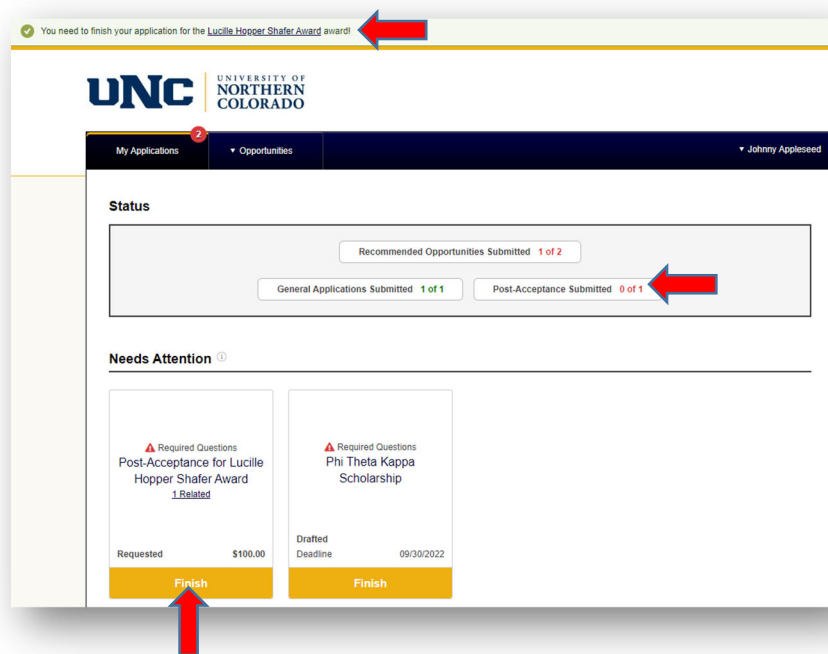
The screenshot displays the UNC Scholarship Dashboard interface. At the top, a green notification bar states: "You have been offered the Lucille Hopper Shafer Award! Please [review the offer](#) to view the details tab and accept or reject the award." A red arrow points to this notification. Below the notification is the UNC logo and the text "UNIVERSITY OF NORTHERN COLORADO". The dashboard has a dark blue header with "My Applications" (with a red badge "2"), "Opportunities", and a user profile "Johnny Appleseed". The main content area is divided into two sections: "Status" and "Needs Attention". The "Status" section shows three metrics: "Recommended Opportunities Submitted 1 of 2", "General Applications Submitted 1 of 1", and "Offers Accepted/Declined 0 of 1". A red arrow points to the "Offers Accepted/Declined 0 of 1" metric. The "Needs Attention" section contains two scholarship tiles. The first tile is for the "Lucille Hopper Shafer Award", showing it was "Offered" on "02/01/2021" for "\$100.00", with an orange "Accept" button at the bottom. A red arrow points to this "Accept" button. The second tile is for the "Phi Theta Kappa Scholarship", showing it was "Drafted" on "09/30/2022" and has a red warning icon and the text "Required Questions", with an orange "Finish" button at the bottom.

## How To Accept a Scholarship and Complete Additional Steps

1. Access the scholarship tile using any of the methods outlined previously.
2. You will be directed to accept or decline the scholarship.
  - Be sure to click on the **'Details'** tab to see the award amount you have been offered and the description for this specific scholarship.



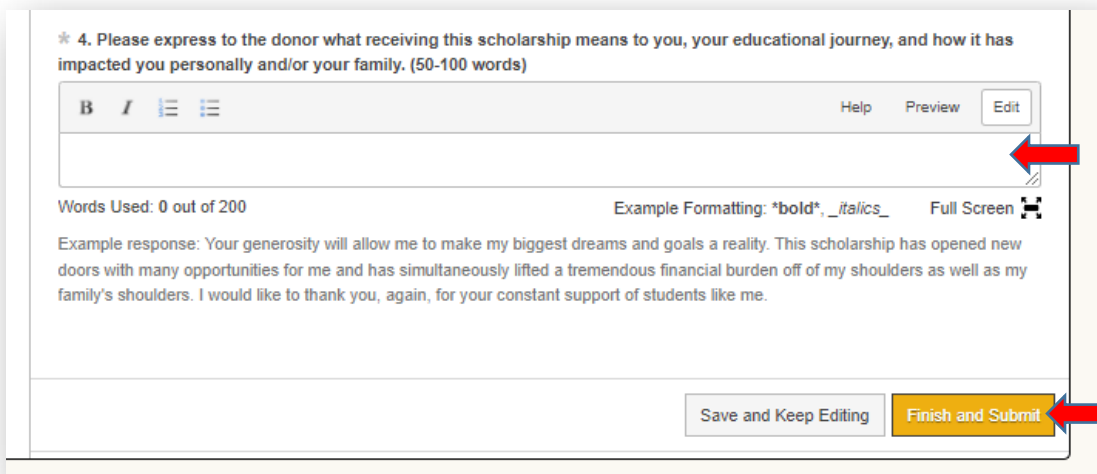
3. Once you accept the scholarship, you will be automatically directed to the page to complete any additional steps required for this scholarship. You will receive an email to your student email account titled "You need to finish your application for the [name of scholarship]!".
  - If you need to complete the additional step(s) at another time, you can simply close out of your scholarship application. Your **'Dashboard'** will update indicate that you have items to still complete in the **'Needs Attention'** section. Your **'Status'** box section will also update to show you now have a button for **'Post-Acceptance Submitted'** with red.



## Scholarship Gratitude Survey

Every UNC Foundation Scholarship will require the Scholarship Gratitude Survey.

1. The survey consists of four questions, answer each one by typing directly into the textbox on the webpage.
  - Make sure that each question is answered thoroughly and thoughtfully. If one or more responses are incomplete or insufficient, your Survey will be rejected. You will receive an email to your student email account to let you know which response(s) needs to be updated before your Survey can be approved.
  - If you have been offered, or anticipate being offered multiple scholarships, it is recommended that you copy/paste your Survey answers into a document to re-use for each scholarship.
2. Click on the yellow '**Finish and Submit**' button at the bottom of the page.
  - You will receive an email to your student email account titled "Application Submission Confirmation" to confirm you have submitted your Survey.



The screenshot displays a survey question: "★ 4. Please express to the donor what receiving this scholarship means to you, your educational journey, and how it has impacted you personally and/or your family. (50-100 words)". Below the question is a text editor with a toolbar containing bold (B), italic (I), bulleted list, and numbered list icons. To the right of the toolbar are buttons for "Help", "Preview", and "Edit". A red arrow points to the "Edit" button. Below the text editor, it shows "Words Used: 0 out of 200" and "Example Formatting: \*bold\*, \_italics\_". An example response is provided: "Example response: Your generosity will allow me to make my biggest dreams and goals a reality. This scholarship has opened new doors with many opportunities for me and has simultaneously lifted a tremendous financial burden off of my shoulders as well as my family's shoulders. I would like to thank you, again, for your constant support of students like me." At the bottom right, there are two buttons: "Save and Keep Editing" and a yellow "Finish and Submit" button, with a red arrow pointing to it.

## Table of Contents

### View of the Scholarship Gratitude Survey page:

unities

▼ Johnny Appleseed

Offer Letter

Supplemental Questions

You can save your application at any time by clicking **Save and Keep Editing** at the bottom of the form. Once completed, you can submit your application by clicking **Finish and Submit**.

**Note:** Required fields are marked with an asterisk.

#### Supplemental Questions


\* Before your scholarship funds will be disbursed, you must answer all the following questions. Be aware that your responses will be provided to the donor(s) of this scholarship, so please answer all questions thoroughly and thoughtfully. Insufficient or incomplete responses will be rejected. To learn more about your scholarship and who you are writing to, please review the donor biography under the scholarship description. *\*If you have received multiple scholarships, you will have to submit this survey for each scholarship – to save time and effort we suggested that you copy/paste your answers into a word doc for use in each scholarship survey\**

1. Please write a paragraph expressing your appreciation to the donor for providing the funds that made this scholarship possible (refer to the scholarship by name) and explain how this scholarship will assist you in achieving your educational goals at UNC. (50-100 words)

**B** *I* ≡ ≡

Help Preview Edit

Words Used: 0 out of 200

Example Formatting: **\*bold\*** *\_italics\_* Full Screen 


Example response: I want to thank you for providing me with the amazing opportunity that you have. Because of the UNC Bear Pride Scholarship, I am able to live out my dream of playing college football and obtaining a college education. I would not be here right now if it was not for your help. Your support means a great deal to me because you don't know me, yet you are helping me in ways that are going to change my life forever. I truly cannot thank you enough for your help and your support.

\* 2. Please write a paragraph telling the donor about yourself. (Appropriate responses might include, your hometown, family background, talents and hobbies, extracurricular involvement, anything else about your life and family that you would like to share). (100-200 words)

**B** *I* ≡ ≡

Help Preview Edit

Words Used: 0 out of 200

Example Formatting: **\*bold\*** *\_italics\_* Full Screen 


Example Response: I am a first-generation student originally from Venezuela. My family decided to move to the United States three years ago to have a better life and to have access to a better educational future for me and my little sister. We have always been a close family and somehow happiness always finds its way to us. They are my biggest inspiration and the reason why I want to never give up. I attended Windsor High School and was a member of the National Honor Society since my Junior year. I have been involved in track and field, as well as cross country. Outside of school, I have played soccer for a long time. I have also helped friends and colleagues whose first language is not English, because I know how it feels to not be able to communicate with others. Helping them, made me realize how sometimes little things can make big changes happen.

\* 3. Please explain to the donor why you chose to attend UNC; why you selected your major/minors, and how your education at UNC will help you to achieve your future career goals or post-graduation plans. (100-200 words)

**B** *I* ≡ ≡

Help Preview Edit

Words Used: 0 out of 200

Example Formatting: **\*bold\*** *\_italics\_* Full Screen 


Example Response: I chose UNC because I feel like it is not always the place, but how you feel when you are there. As a first-generation student selecting a university was challenging, but the first time I visited the campus I knew that UNC was the place for me. I am currently a Business Administration student and I aspire to start my own beauty business. Outside of my career, I would also like to use the knowledge I gain in the Monfort College of Business to serve others and help to teach them how to manage their finances.

\* 4. Please express to the donor what receiving this scholarship means to you, your educational journey, and how it has impacted you personally and/or your family. (50-100 words)

**B** *I* ≡ ≡

Help Preview Edit

Words Used: 0 out of 200

Example Formatting: **\*bold\*** *\_italics\_* Full Screen 

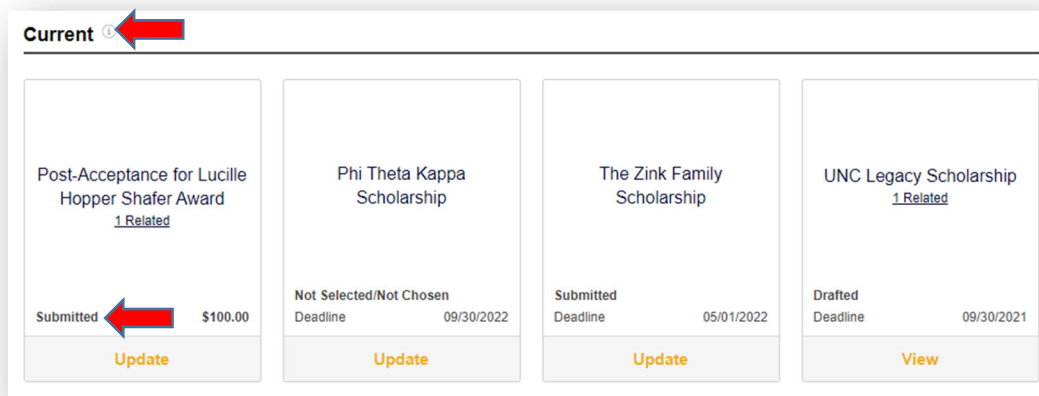
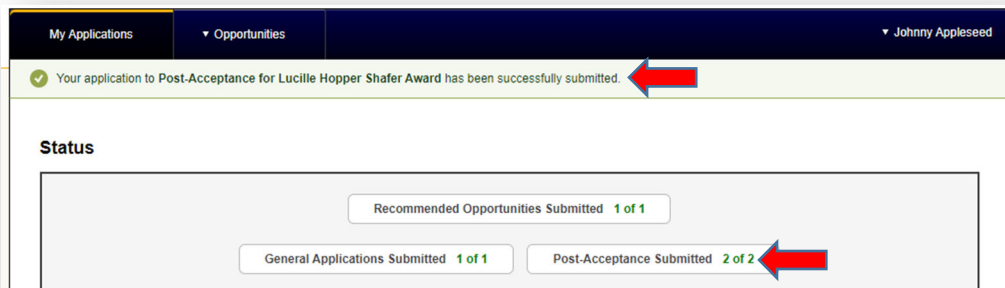
Example response: Your generosity will allow me to make my biggest dreams and goals a reality. This scholarship has opened new doors with many opportunities for me and has simultaneously lifted a tremendous financial burden off of my shoulders as well as my family's shoulders. I would like to thank you, again, for your constant support of students like me.

Save and Keep Editing

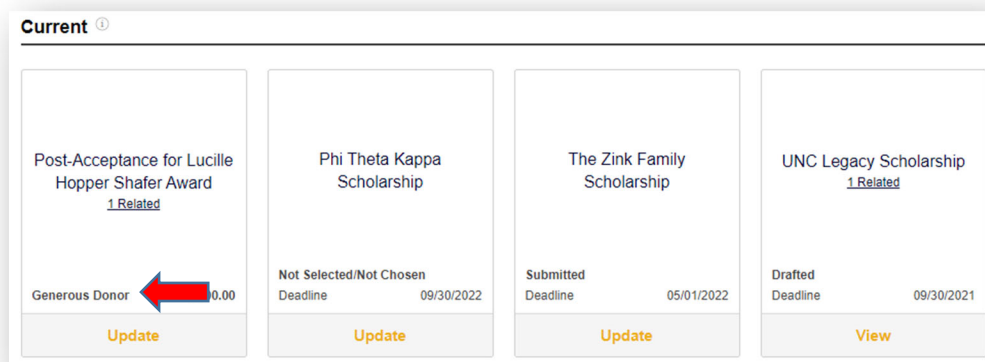
Finish and Submit

## Table of Contents

- After submitting your Scholarship Gratitude Survey, you will see the **'Status'** section update to green for the **'Post-Acceptance Submitted'**. In addition, the scholarship will now show in your **'Current'** section as submitted.



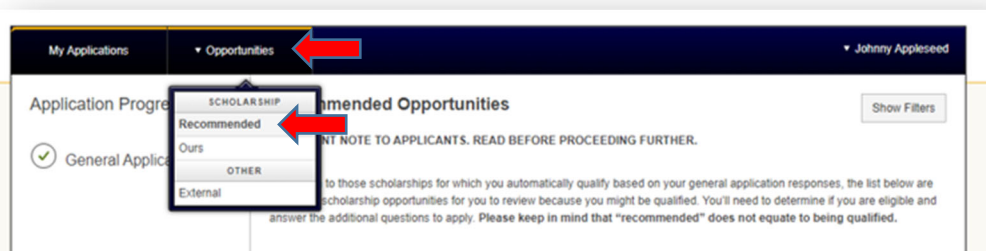
- When you see the status for your **'Post-Acceptance'** tile update from **'Submitted'** to either **'Banner'** or **'Donor'** that indicates your submitted Survey has been reviewed and accepted. You are now done with that scholarship.



### Searching Additional Scholarships

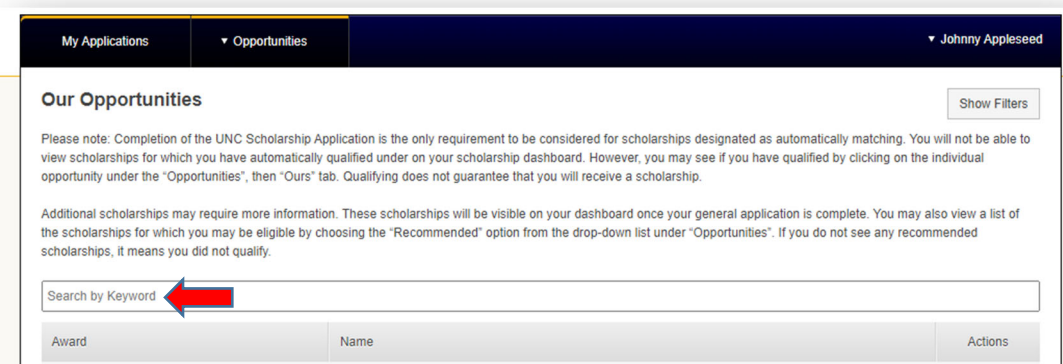
Use the **'Opportunities'** tab in the top left of your tool bar. The **'Opportunities'** page allows you to locate recommended **'Apply-To'** scholarships, as well as browsing other scholarships within the system. Simply clicking on the **'Opportunities'** button will take you immediately to your **'Recommended'** list, where you can begin applying for additional **'Apply-To'** scholarships.

If you would like to view additional scholarships, such as those for which you may be already automatically under consideration, hovering over the **'Opportunities'** button will allow you to select the **'Ours'** list. This will list all the scholarships in the system, which you can click on to read the description. Many of these will not give you an **'Apply'** button as there is nothing else you would need to do other than your general application to be considered for them.



On the **'Recommended'** and **'Our'** list pages, you can click **'Search by Keyword'** to search through available scholarship opportunities based on the qualification criteria established for each scholarship.

Keep in mind that you do not have to search for all scholarships to apply to them; by completing your General Scholarship Application, you have already applied to all the **'Automatch'** scholarships and your **'Recommended Opportunities'** page lists the scholarships that need an additional item completed. Your general scholarship submission did the work for you. This search page is simply a way for you to view comprehensively what is available at UNC.





Tips and Reminders

1. UNC Scholarship Application opens every November 1<sup>st</sup>.
2. Complete your scholarship application every year by February 1<sup>st</sup> to be considered for the maximum number of scholarships.
3. Keep an eye out for green messages at the top of your Dashboard and review any red items in your status box.
4. You do not have to search for and apply to each scholarship separately. Your General Scholarship Application and your Recommend Opportunities does all of this already.
5. A Scholarship Gratitude Survey is required for each scholarship. The scholarship will not disburse until the Survey is completed and approved.
6. Once you submit your Survey, your URSA will still show it as a missing requirement until the Office of Financial Aid reviews and approves your Survey. When your Survey is approved, the requirement will be completed at the same time.
7. If you have any questions, call: 970-351-4862 (option #1) or email the Office of Financial Aid at [OFA.Scholarships@unco.edu](mailto:OFA.Scholarships@unco.edu)