

# SCHOLARSHIP APPLICANT FREQUENTLY ASKED QUESTIONS



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## Where do I go to find information about Springfield Foundation scholarships?

Information about Springfield Foundation scholarships can be found at [springfieldfoundation.org](http://springfieldfoundation.org). From the home page click on Scholarships to learn more about individual scholarships, including eligibility requirements, applications, awards and deadlines.

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## When are the applications due?

Online applications and all required documents are due no later than 4:30 p.m. **March 15, 2024.**

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## What is required to apply?

Many scholarships have similar requirements, although some have unique requirements. However, the most common requirements are listed below.

- Short Answer Questions (Tell the Foundation about yourself and why the Foundation should invest in your future).
- Transcript.
- FAFSA Confirmation Email or FAFSA Submission Summary that shows your Student Aid Index (SAI).

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## What is the process to apply?

- The application can be accessed on the Foundation's Home Page or Apply for a Scholarship under the Scholarships tab by clicking the Apply Now button. This takes you into our online scholarship program.
- If this is the first time you've ever applied for Springfield Foundation scholarships, you will click create a New Account.

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## What do you do with my information? How is my information protected?

The Foundation does not share applicant information outside of the selection committee.

Tax documentation is destroyed after verification.

The online application is powered by AkoyaGo.

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## What is meant by "First Generation College Student"?

For the Foundation's purposes, this is defined as a person who is among the first generation in their family who expects to graduate from a 2-year or 4-year college with the intent of obtaining a degree. A brother, sister or step-sibling may have a degree or be currently enrolled in college.

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## What is meant by "Independent Student"?

The Foundation defines an independent student as one who meets at least one of the following:

- Is under age 24 and both parents are deceased.
- Was or is a ward of the state until 18 years of age.
- Was a foster child after the age of 13.
- An emancipated child as determined by a judge.
- Homeless or at risk of homelessness as determined by a homeless shelter, transitional program, or high school staff representative.

## FREQUENTLY ASKED QUESTIONS

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### **What is considered a "Traditional/Professional Field"?**

Traditional and professional fields include those that require a bachelor's degree or higher in order to work in a chosen career.

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### **What is considered a "Technical/Vocational Field"?**

Vocational and technical programs are shorter, more focused training and educational programs that prepare their students for immediate employment.

Technical, community or junior colleges offer technical courses and programs, and these usually result in an associate degree, pre-bachelor's technical degree or certificate.

Vocational courses and programs often result in a certificate of completion. This type of program focuses on teaching a specific trade with a hands-on approach, like construction, agriculture or health, as well as teaching general employment skills, such as typing.

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### **What is a Non-Traditional student?**

Non-traditional students are defined by the Springfield Foundation as a student who is 25 years old or older and has never attended college. They may have full-time jobs or family situations that make attending college full-time difficult; and therefore, may only attend school part-time. They may be high school graduates or have a GED.

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### **How will I find out if I was awarded a scholarship?**

You will be notified via mail or email. Notification is also sent to those who were not selected.

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### **What will my scholarship pay for?**

Unless otherwise established by the scholarship fund, awards may be used for tuition, fees, books and related educational expenses billed to your student account. Scholarships may not be used for room and board. This information will be included in your congratulatory letter.

### **How do I claim my scholarship? How does my scholarship get paid?**

If you are selected as the recipient of a scholarship, you will receive a congratulatory letter in the mail with instructions along with a scholarship acceptance form to be completed and returned to the Foundation. Once the acceptance form has been returned and you have met the conditions of the scholarship, the check will be processed.

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### **Where are scholarship checks sent?**

All scholarship checks are sent to the educational institution. Please be sure to provide us with your student ID number to include on the check for proper credit to your account.

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### **If the scholarship award is more than I owe the school, what happens to the extra funds?**

Any unused portion of the scholarship is returned to the Foundation. If the scholarship is renewable, the funds will be returned to your scholarship to be used at a later date if possible.

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### **How do I know if my scholarship is renewable?**

If a scholarship is renewable, it will be noted in your congratulatory letter, along with the minimum requirements to renew.

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### **How do I renew my scholarship?**

In April you will receive a renewal letter and scholarship renewal form to be completed and returned to the Foundation.

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### **What if I don't meet the minimum requirements to renew my scholarship?**

If you do not meet the minimum requirements to renew your scholarship, contact the Scholarship Manager.

## FREQUENTLY ASKED QUESTIONS

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### **Can I split my scholarship between terms?**

Unless otherwise noted in the scholarship fund guidelines, the Foundation will request that the funds are split between Fall and Spring terms. If you do not receive the anticipated amount of your scholarship credited to your bill, contact your school's financial aid office.

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### **How long can I wait to claim my scholarship?**

Please accept or decline your scholarship by the due date listed in your congratulatory letter. Acceptance forms and Renewal forms are due Mid-June. If the Foundation has not received your Acceptance or Renewal form you will receive a scholarship termination letter.