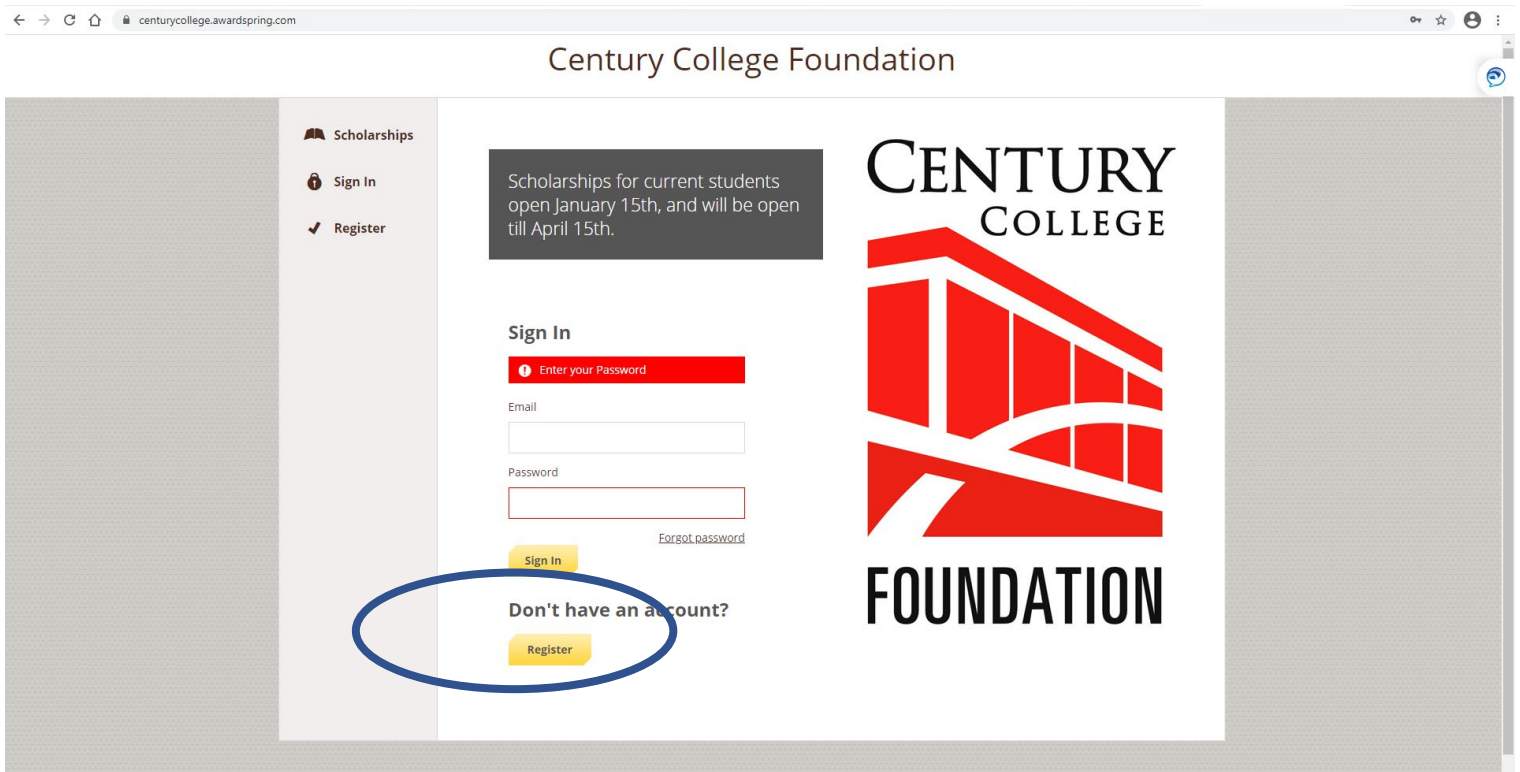


Step 1. Go to the log on page. If you already have an account from previous years, go ahead and log in. If not click on the register button under the 'Don't have an account?'



Century College Foundation

Step 1a. Once you click on the register button, it brings you to the register page. Enter your information, and use your STARID email. Once you are done, click the box next to 'I agree to the terms of use and privacy policy' at the bottom of the page (please read them before clicking). Then push create account. Example below.

Register

Already have an account? [Sign in](#)

Email

First Name

Last Name

Password

Confirm Password

[Create Account](#)

Privacy and Use Policy

On this page you'll be agreeing to a few things in order to use the AwardSpring website:

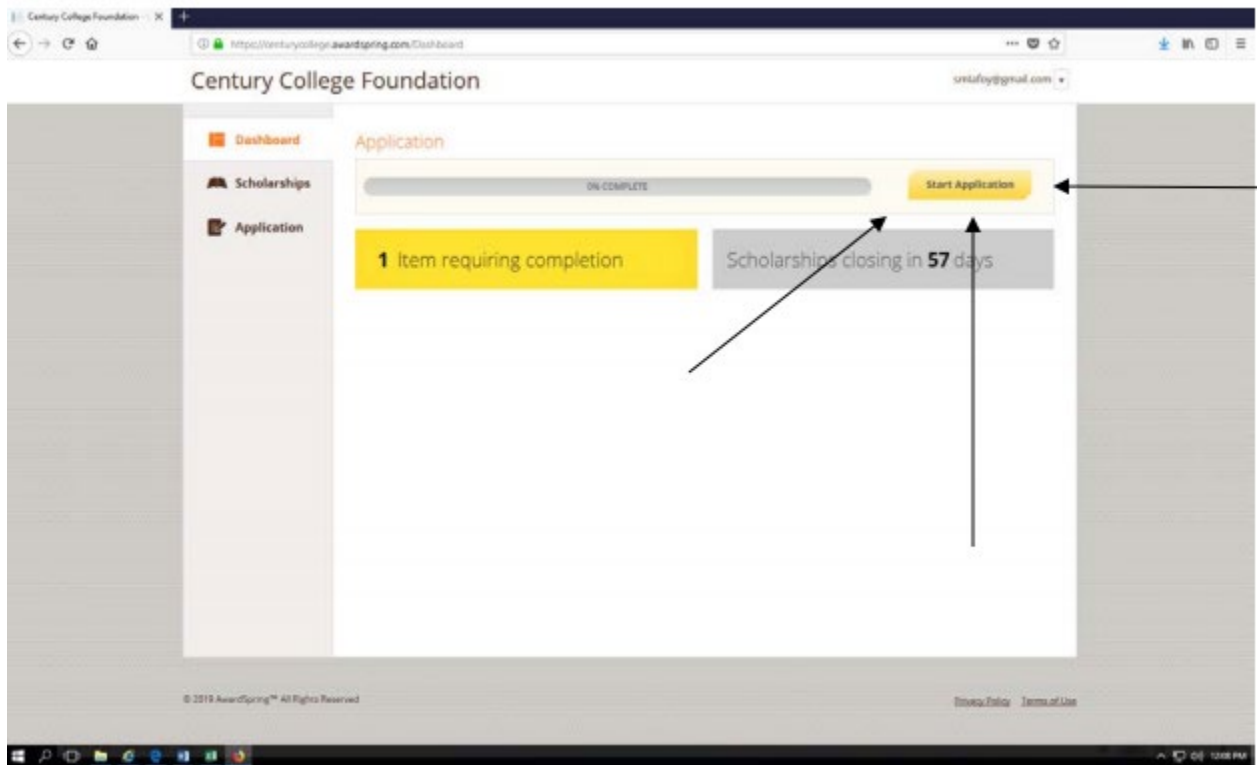
- [The AwardSpring Privacy Policy](#)
- [The AwardSpring Terms of Use](#)

I agree to the AwardSpring Terms of Use and Privacy Policy.

[Accept Agreement](#)

[Cancel](#)

Step 2. Once you register a screen like the one above will pop up. Click on the Start Application



Step 3. When you start the application, this screen will pop up. You have to fill out the general information, academic information, financial information and qualification questions BEFORE YOU CAN APPLY to specific scholarships. Below are screen shots of the application, with the different sections.

Application

Personal Information	Alternate Email <i>10 word(s) left</i> <input type="text"/>
Academic Summary	
Questionnaire	Phone Number <input type="text"/>
Financial Information	Address 1 <input type="text"/>
Disclosure (Required)	Address 2 <i>(Optional)</i> <input type="text"/>
Feedback (Optional)	City <input type="text"/>
	Zip Code <input type="text"/>

County: (Scholarship-specific question)

- Ramsey
- Washington
- Dakota
- Pine County, MN
- Other


Country

Gender

- Female
- Male
- Prefer Not to Identify

What is your race/ ethnicity? (check all that apply)

What is your current age?

- 20 or under
- 21-24
- 25-29
- 30 or older

Previous Step

Next Step

Submit Application

***In the application you will have to upload an unofficial transcript, directions on how to receive your Century College unofficial transcript are on the scholarship website.**


Application

Personal Information	
Academic Summary	
Questionnaire	
Financial Information	
Disclosure (Required)	
Feedback (Optional)	


Academic Status

- Graduating from high school this year
- PSEO student
- Current Century College Student
- Transferring from another college
- Returning to college after a gap in time

Major (check all that apply)

Select an answer 

Degree Pursuing

Select an answer 

Please provide your Current GPA (example: 2.90)

Century College ID (not STAR ID, and if you do not have one, type 0)

8 word(s) left

Please upload a copy of your unofficial transcript. Tip: You can get it online or go to a computer lab on campus for help.

Step 3a. Below are the questions that are being asked instead of having you upload a personal essay.

Tell us about yourself (please include your background and what led you to Century College)

300 word(s) left

B *I* U

Tell us about your academic and career goals.

300 word(s) left

B *I* U

Describe an obstacle you've overcome or discuss your greatest achievement.

300 word(s) left

B *I* U

How will this scholarship help you? Please talk about any financial need you might have.

500 word(s) left

B *I* U

Is there anything else you would like to add that was not covered in the last four questions?

300 word(s) left

B *I* U

These 5 questions are...

1. Tell us about yourself (please include your background and what led you to Century College)
2. Tell us about your academic and career goals.
3. Describe an obstacle you've overcome or discuss your greatest achievement.
4. How will this scholarship help you? Please talk about any financial need you might have.
5. Is there anything else you would like to add that was not covered in the last four questions?

These questions are in replace of a personal essay. These are essential if you are to be considered for a scholarship.

Step 3b. Once you have answered these Questions, the application will ask you to submit a letter of recommendation.

Do you have a letter of recommendation to upload?

- Yes
 No

Step 3b. Once you have answered these Questions, the application will ask you to submit a letter of recommendation. Depending on your answer, you are able to email your reference right from AwardSpring!

Do you have a letter of recommendation to upload?

- Yes
- No

Step 4. From here you will fill out the Questionnaire portion of the application! This is how you will be determining what scholarships you qualify for.

Application

Personal Information	What is your planned enrollment status for the next academic year? <input type="checkbox"/> Full Time (12+ credits) <input type="checkbox"/> Part Time (6+ credits) <input type="checkbox"/> Less than 6 credits
Academic Summary	
Questionnaire	Are you a new student who will be enrolling at Century College in the Fall? <input type="radio"/> Yes <input type="radio"/> No
Financial Information	Are you a first generation college student (neither parent has a Bachelor's degree)? <input type="radio"/> Yes <input type="radio"/> No
Disclosure (Required)	Are you an immigrant or child of a recent immigrant? (If yes, apply for the John Luger Scholarship - 16 available each year) <input type="radio"/> Yes <input type="radio"/> No
Feedback (Optional)	Are you an International Student? <input type="radio"/> Yes <input type="radio"/> No
	Are you a single parent? <input type="radio"/> Yes <input type="radio"/> No
	Have you served any time in active duty other than basic training? <input type="radio"/> Yes <input type="radio"/> No
	Are you a second semester student in the HVAC-R program? <input type="radio"/> Yes <input type="radio"/> No
	Are you pursuing a degree in Science, Technology, Engineering or Math (STEM)? <input type="radio"/> Yes <input type="radio"/> No
	Are you a current, future or past participant in a Century College TRIO program? <input type="radio"/> Yes <input type="radio"/> No
	Do you plan to pursue a 4-year or higher degree? <input type="radio"/> Yes <input type="radio"/> No

Previous Step Next Step Submit Application

Step 5. In the financial aid portion, you will be asked the following. If you say yes to the 'Did you complete your FAFSA application' there will be a drop down asking for what you qualify for.

Application

Personal Information	<p>Did you complete your FAFSA (Free Application for Federal Student Aid) application?</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>If you applied for financial aid from Century College, please upload your current Financial Aid Award Letter/Billing statement. If you did not apply for financial aid, please write about your financial need in your essay. <i>(Optional)</i></p> <p><input type="button" value="Upload File"/></p>
Academic Summary	
Questionnaire	
Financial Information	
Disclosure (Required)	
Feedback (Optional)	

Step 6. We ask that you agree to these before you apply for the different scholarships.

Application

Personal Information	<p>I certify that all information provided in my application is true and accurate to the best of my knowledge and I give permission to the Century College Foundation, scholarship committees and campus support offices to review information submitted in or with my application, which may include access to my financial records and transcripts. If awarded a scholarship, I will meet and maintain eligibility requirements, including writing a thank you note. For questions, please email: Foundation@century.edu</p> <p><input type="radio"/> Agree</p> <p>I grant permission to the Century College and its agents or employees, to photograph, record, film and electronically capture in permanent form my name, likeness, image, voice, appearance and/or performance (hereinafter "Recording"). Century College may use the Recording created on the date and at the location listed below for use in College publications and advertisements, both hard copy and electronic. The Recording and the copyright are the sole property of Century College. I hereby waive any right to inspect or approve the Recording, derivative works or any written materials associated with them. I hereby agree to release and hold harmless Century College and its agents or employees, including any organization publishing and/or distributing the Recording in whole or in part, whether on hard copy or through electronic media, or another media, from and against any claims, damages or liability arising from or related to the use or misuse of the Recording including but not limited to any alteration or use in composite form, either intentionally or otherwise, that may occur at any time. I am 18 years of age or older and I am competent to contract in my own name. I have read this consent/release form and I fully understand the contents, meaning and impact of it. I hereby accept the terms of this consent/release.</p> <p><input type="radio"/> Agree</p>
Academic Summary	
Questionnaire	
Financial Information	
Disclosure (Required)	
Feedback (Optional)	

Previous Step

Next Step

Submit Application

Step 7. Before the application questionnaire is complete, we do ask for your feedback! We are always improving and would love to make sure this process is as smooth as possible. Once you are done, and everything is filled out. Push Submit Application!

Application

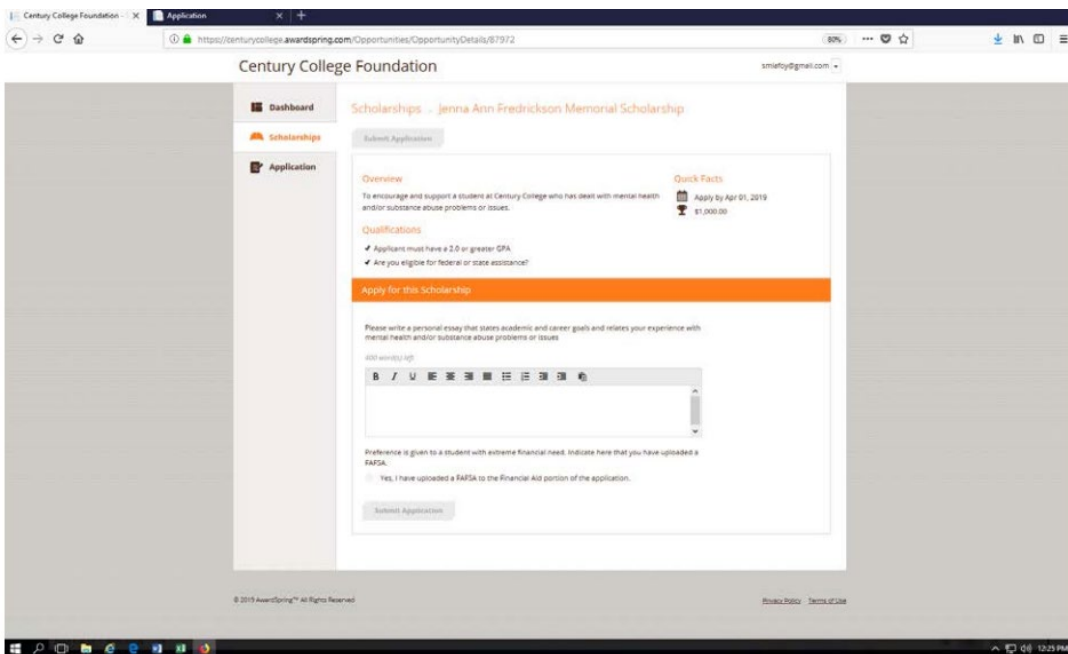
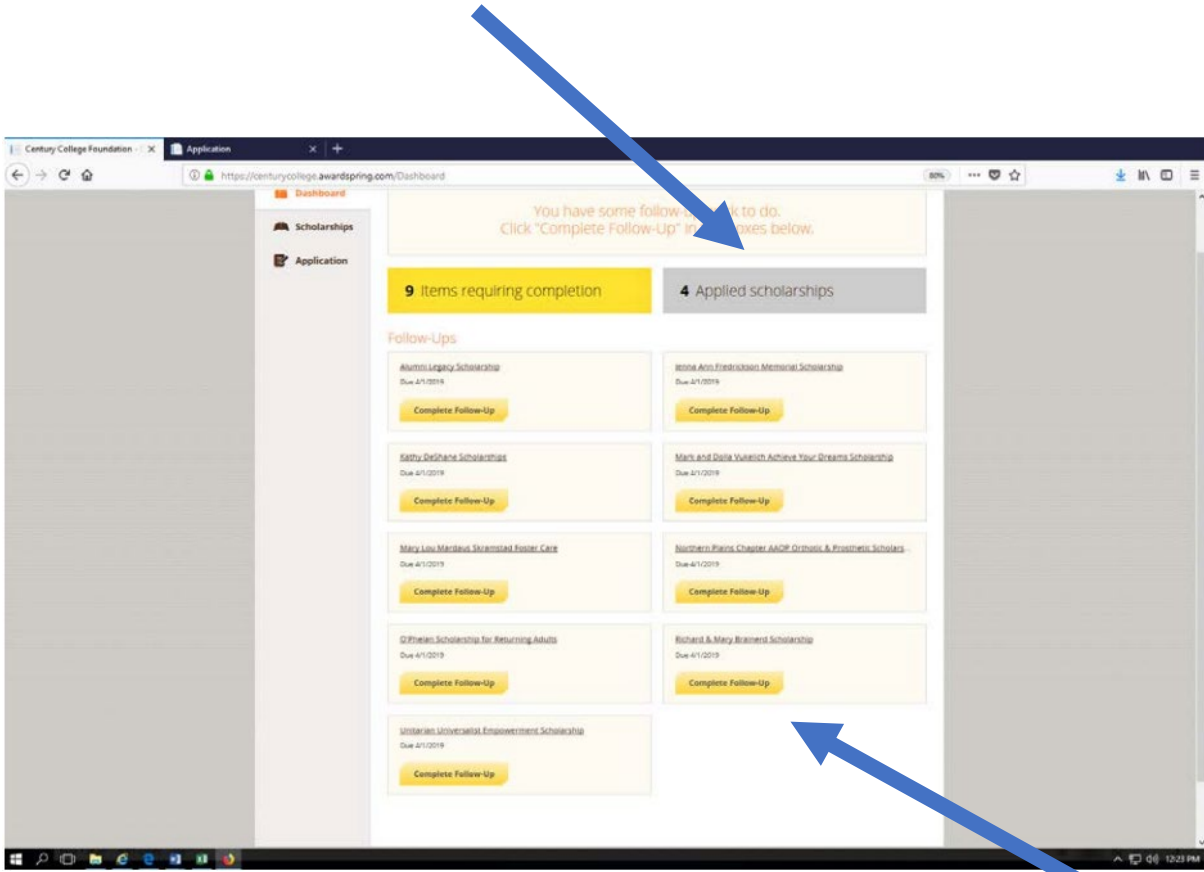
Personal Information	How did you learn about the scholarships? <i>(Optional)</i>
Academic Summary	<input type="text" value="Select an answer"/>
Questionnaire	Do you have any comments or concerns that popped up during this application process? <i>(Optional)</i>
Financial Information	100 word(s) left
Disclosure (Required)	<div style="border: 1px solid #ccc; padding: 5px;"><p>B <i>I</i> <u>U</u> </p></div>
Feedback (Optional) <i>Completed</i>	

Previous Step Next Step

Submit Application

Step 8. Once you have submitted your application, a screen like the one above will pop up. According to how you answered the questions, you might have automatically been applied to some scholarships. Other scholarships might need some additional information.

Step 8b. If you click on the applied scholarships, you will see what scholarships you automatically apply for.



Step 9. When you see a scholarship that you qualify for that needs an additional requirement, click on the 'Complete Follow Up'. When you do, the follow up is tailored to each scholarship. Some require a short essay, while others require you to agree to the scholarship terms.

To view all scholarships, push on the scholarship tab. If you get more letters of recommendation, or need to adjust your application click on the application tab.