

Adult Learner Scholarship Application Checklist

STEP ONE: Create an Account at greatjobskc.org

- Click “Apply Now” and “Register” for an account. Check your email and click the link provided to confirm your new account.

STEP TWO: Complete the Eligibility Requirement Check

- To determine your income eligibility, complete the SAI Calculator to calculate your SAI (Student Aid Index) by visiting <https://studentaid.gov/aid-estimator/>
- If 24 years old or younger, you will need your and your parent’s income and asset information.
- Refer to the [Federal Student Aid Estimator Guide](#)
- Enter your SAI in the Eligibility Requirement Check

You can complete the following tasks in any order:

Complete the Applicant Form

- The applicant form will take you approximately 20 minutes to complete.

Send Online Recommendation Request

- Select one person to be recommender
 - Recommender cannot be a family member, friend, classmate, or teammate
- Recommender must complete an **online** recommendation form; letters are **not accepted**
 - Enter in the name and email address of your recommender in the application portal. We will immediately email them an online form to complete. Follow up with your recommender to ensure they receive it.
 - Complete this section early to give your recommender plenty of time to complete the recommendation.
- Recommender **must** complete their forms before you can submit your application.

Complete Two Personal Statement Prompts

- Respond to the following prompts:
 - **Prompt 1:** How will earning your credit-bearing credential, associate degree, and/or bachelor’s degree enable you to reach your personal and/or career goals? How does your earning a credential/degree contribute to your community or the broader Kansas City region?
 - **Prompt 2:** Give an example of a time that you were able to achieve a goal in spite of not having adequate resources (eg. time, money, people, etc.). What steps did you take to remove the obstacles in the way?
- Type out your responses in a separate document to allow time to review and so you can save your responses.
 - We **cannot** send you a copy of your personal statement responses after you submit your application.

Upload Transcript (can be unofficial)

- If you have previous college coursework, provide your current college transcript.
- If no previous college course work, provide your final high school transcript.

Sign the Online Participation Agreement

Submit Your Full Application by 11:59pm on December 14, 2023!

***Once you have completed all tasks *and* your recommender has submitted their recommendation form, you can then log into your account and submit your application. Only submitted applications will be considered.**

Contact us at scholarships@kcscholars.org or 816-581-5700 if you have any questions!