

### Traditional Scholarship Application Checklist (application for current 11<sup>th</sup> graders)

#### STEP ONE: Create an Account at [greatjobskc.org](http://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/>.
- 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 Two Online Recommendation Requests

- Select two people to be recommenders.
  - Recommender #1 – must be a teacher or a counselor.
  - Recommender #2 – can be someone of your choice (teacher, coach, pastor, scout leader, work supervisor, youth director, etc.)
  - Recommender cannot be a family member, friend, classmate, or teammate.
- Recommenders must complete an **online** recommendation form; letters are **not accepted**.
  - Enter in the name and email address of your recommenders in the application portal. KC Scholars will immediately email them an online form to complete. Follow up with your recommenders to ensure they receive it.
  - Complete this section early to give your recommenders plenty of time to complete the recommendation.
- Both recommenders **must** complete their forms before you can submit your application.

#### Complete Two Personal Statement Prompts

- Respond to the following prompts:

##### 11<sup>th</sup> Grade

- Prompt 1:** What does your community mean to you, and in what ways do you plan to contribute once you graduate college?
- Prompt 2:** What makes you want to pursue a college degree? How will earning a college degree enable you to reach your personal and/or career goals?
  - Each personal statement prompt has a word count of 250 minimum; 750 maximum.*
- Type out your responses in a separate document to allow time to review and so you can save your responses.
  - KC Scholars **cannot** send you a copy of your personal statement responses after you submit your application.

#### Upload Current High School Transcript (can be unofficial)

- Transcript must show five semesters which includes 9<sup>th</sup> and 10<sup>th</sup> grade years and including final grades from your fall semester of 11<sup>th</sup> grade.
- Check with your high school counselor or registrar to obtain a digital copy of your transcript.

#### Sign the Online Participation Agreement

#### Submit Your Full Application by 11:59pm on February 23, 2024!

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

Contact us at [scholarships@kcscholars.org](mailto:scholarships@kcscholars.org) or 816-581-5700 if you have any questions!