American Indian College Fund-Instructions for Students

**All students MUST complete the American Indian College Fund Full Circle Scholarship online web application for scholarship consideration.**

Please Note: If you have all ready completed the Full Circle Scholarship Application you do not need to do anything else.

To access the application, students must go to: https://collegefund.org/students/scholarships/.

**Instructions:**

1. **Click on “Apply Now.”**
* First time users: Must establish an account before you can log in. Click 'Sign Up' Under Need an Account?
* Previous users: Students that have applied online previously should use the same login and password.
	+ If you cannot remember your password, click on “Forgot Password.”

1. **Set up your Profile**
* Included in this profile a student will need
	+ A head shot picture
	+ If Native American proof of enrollment or descendant status.
1. **Once profile is set up, Complete the next 5 steps**
* Scholarship Application
* Education History
* Extracurricular Activities
* Honors and Distinctions
* Resume (Optional)
1. **You can save your work and come back to it. No need to finish it in one sitting**.
2. **Submitting Application**
* Once you complete each of the steps, return to the scholarship application
	+ Click the Blue “Mark Complete” button.
	+ This will return you to the dashboard, click the “Submit Application” button
	+ Once submitted you will not be able to make changes
	+ Please contact scholarships@collegefund.org or call 1-800-776-3863 if having technical issues with the application

**Scholarships will be awarded according to the following scale:**

* Grade Point Average - 20%
* Profile Statements - 25% (Essay, extracurricular activities, and honors)
*(Grammar, punctuation and spelling will be taken into consideration, as well as content)*
* Financial Need - 30%
* Community Service - 25%

 \*Please be aware that **some** scholarships have specific requirements the college must meet such as:

* Enrolled in a specific program
* Male / Female
* American Indian
* GPA