



## **South Central Community Foundation – How to Apply**

1. Visit our website <https://www.sccfks.org/>
2. Click on the Grants & Scholarships tab.
3. You should then be able to select Scholarships tab in the drop down menu.
4. This will present you with a list of all the scholarships that SCCF offers by county (don't forget to review the multi-county section at the bottom). Please ensure you are eligible for at least one scholarship before starting your application.
5. Select the Portal Login button.
6. This will take you to our scholarship portal where you will select Create New Account and fill out your basic information. Please do not use your school email address when signing up as this email will be our main form of communication if you are a recipient.
7. Once you have created an account, it will bring you to the webpage where you can click Apply.
8. The universal scholarship application will have you answer a variety of questions and upload a few documents including reference letters, high school transcript, and ACT/SAT scores.
9. Once you have completed the universal scholarship, it will bring you to a page that shows the scholarships you are eligible to apply for.
10. You can then select the ones in which you would like to apply for and complete any additional questions that are needed for that specific scholarship.
11. When you have filled out all of the applications and submitted them you are complete!
12. We will notify recipients of the scholarship committees' decisions by May.

If you have any questions about the process or the scholarship application, please contact South Central Community Foundation at (620) 672-7929 or [hannah@sccfks.org](mailto:hannah@sccfks.org).