

# GOAPPLY APPLICANT GUIDE



A GUIDE FOR SCHOLARSHIP APPLICANTS

**<https://goapply2.akoyago.com/hillsdale/>**

## GOAPPLY ACCOUNT

You will need to either create your account or migrate an old account.

**First Time Users:** If this is your first time using GOapply, you'll need to register your account. You will have the option of registering as an individual or an organization.

You'll be asked to register as an **Individual (scholarships)** or an **Organization (grants)**.

1. Click **Register a New Account**
2. Choose **INDIVIDUAL**.

**Hillsdale County**  
community foundation  
For good. For ever.  
www.abouthccf.org  
517.439.5101

**Sign in to your account**  
Or register a new account

Your Email  
example@company.com

Your Password  
\*\*\*\*\*

Remember me    [Forgot password?](#)

**SIGN IN**

**GOapply**

**Verify your email**

To verify your email address, and activate your account, click on the button below.

If you did not make this request, then you can ignore this email.

**VERIFY MY EMAIL**

Note: This link is only valid for 24 hours. If the link has expired please reply to this email to request a new verification link.

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3. Fill in the contact information. Click Register.

4. Verify your email. An email verification request will be sent to the address you registered with. Check your email and click Verify my email.

5. Log in. Once you've verified your email, you can log in using the email address you registered with and the password you chose during registration. *If you forget your password, just click "Forgot password?" on the log in page and follow the instructions to reset it.*

**Returning Users:** GOapply underwent major updates; therefore, if you used GOapply to apply for a scholarship in 2022, you will need to update your account to GOapply version 2.0. To update your existing account, click "**Forgot Password?**" and then input your email address. Check your email for a password reset link. Please make sure your new password is at least 10 characters long.

## DASHBOARD

Once you are logged in, you will see **OPPORTUNITIES** along the top. Click on **opportunities** to see your dashboard.

The opportunity dashboard will display all applications available to you.

Fiscal Year	Application Name	Application Guideline URL
2023	Scholarship Application	<a href="https://abouthccf.org/scholarships/">https://abouthccf.org/scholarships/</a>

## APPLY

After choosing VIEW, please read the directions and then click **APPLY**.

**Scholarship Application**  
Due Date: 3/1/2023 4:00 PM

**Summary**

Application materials must be uploaded online no later than 4:00 p.m. on 3 March 1.

Each scholarship fund has specific eligibility criteria defined by the donor when the fund was established. Please read through the specific criteria for each scholarship to see if you are eligible. Please do not apply for scholarships for which you do not qualify.

**Description**

Scholarships can be used to assist with college expenses, which includes tuition, fees, on-campus room and board and required class materials.

In addition to completing this application, be prepared to upload:

- A copy of your college acceptance letter
- A complete copy of your Student Aid Report (SAR) from your FAFSA application
- Your personal essay (one page - typed)
- Two (2) letters of recommendation dated within the past year and signed
- A cumulative high school transcript including first semester/semester grades
- College transcript if you are in SEM or are dual-enrolled

When you are done, click **Submit**. Once you click Submit, emails will be sent to your school counselor and your recommenders so that they can upload your transcript and letter(s) of recommendation.

*\*If you have any questions about your scholarship application, please contact Mindy Eggleston at [M.Eggleston@abouthccf.org](mailto:M.Eggleston@abouthccf.org).*