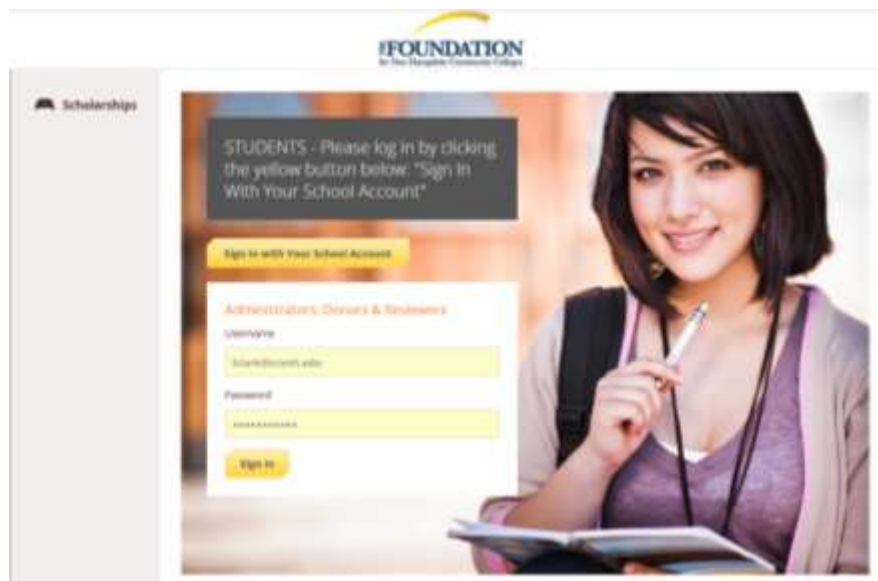


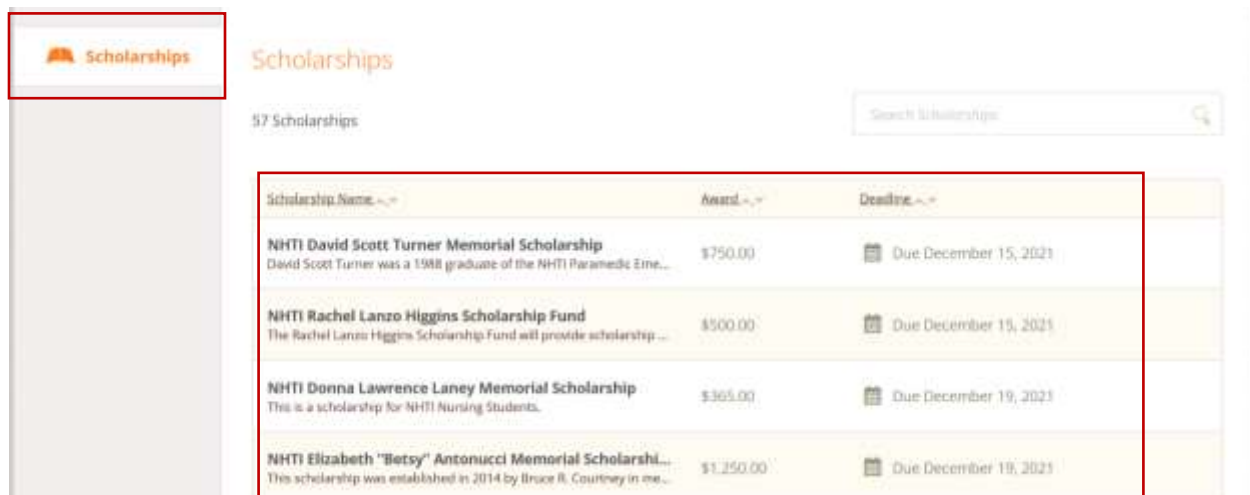
## Navigating AwardSpring

This guide will walk you through the process of applying for scholarships managed by The Foundation for New Hampshire Community Colleges.

1. Start by navigating to [cesnh.awardspring.com](https://cesnh.awardspring.com).



You can find a list of scholarships and their respective deadlines by clicking on the **Scholarships** button on the left-hand menu.



Scholarship Name	Award	Deadline
<b>NHTI David Scott Turner Memorial Scholarship</b> David Scott Turner was a 1988 graduate of the NHTI Paramedic Em...	\$750.00	Due December 15, 2021
<b>NHTI Rachel Lanzo Higgins Scholarship Fund</b> The Rachel Lanzo Higgins Scholarship Fund will provide a scholarship ...	\$500.00	Due December 15, 2021
<b>NHTI Donna Lawrence Laney Memorial Scholarship</b> This is a scholarship for NHTI Nursing Students.	\$365.00	Due December 19, 2021
<b>NHTI Elizabeth "Betsy" Antonucci Memorial Scholarship</b> This scholarship was established in 2014 by Bruce R. Courtney in me...	\$1,250.00	Due December 19, 2021

Click on a scholarship for additional information.

The screenshot shows the 'Scholarships' page for the NHTI David Scott Turner Memorial Scholarship. The page includes a navigation menu with 'Scholarships' selected. The main content area is divided into three sections: 'Overview', 'Qualifications', and 'Quick Facts'. The 'Overview' section provides a brief history of the scholarship. The 'Qualifications' section lists two requirements: enrollment at NHTI-Concord's Community College and enrollment in the Paramedic Emergency Medicine program. The 'Quick Facts' section indicates an application deadline of Dec 15, 2021, and a scholarship amount of \$750.00.

2. To apply for scholarships, log into AwardSpring using your CCSNH EasyLogin (SIS) email and password. Click the **Start Application** button to complete the general application.

The screenshot shows the AwardSpring dashboard for a user named Lisa. The dashboard includes a navigation menu with 'Dashboard', 'Scholarships', and 'Application' options. The main content area features a progress bar indicating 0% completion and a prominent yellow button labeled 'Start Application'. A yellow callout box on the right states '1 item requiring completion'.

Several tabs make up the application.

The screenshot shows the 'Application for L' form in AwardSpring. The form is divided into several sections: 'General Information', 'Academic Information', 'Financial Information', 'Qualification Questions', and 'Certification & Publicity Release'. The 'Qualification Questions' section is highlighted with a red box. The form also includes a dropdown menu for 'High School Attended' and a list of checkboxes for 'County of residence' (Belknap, Carroll, Grafton, Sullivan, Other, Office Use Only).

The application may include **Qualification Questions**, which require information from a third party (i.e., a letter of recommendation from an instructor).

Complete the requested information and click the **Send Request** button. The recommender will receive an email and provide the requested information directly in AwardSpring.



You will return to your **Dashboard**. To view the number of scholarships you are eligible for or have applied to, click on the **Scholarships** button.

## Scholarships

Filter ▾

Scholarship Name	Award	Deadline	Status
<b>Arts Scholarship</b> For students pursuing careers in the arts.	N/A	Due May 16, 2019	Applied
<b>The FC Barcelona Football Scholarship</b> This scholarship is intended for a skilled footballer who wishes to j...	N/A	Due May 16, 2019	Applied

Return to the **Dashboard**. You may be eligible for scholarships that require additional information. In the example below, the applicant qualifies for the Academic Scholarship, but follow-up information is needed. To provide the necessary responses and documentation, click the **Complete Follow-Up** button.

The screenshot shows a dashboard with a sidebar on the left containing 'Dashboard', 'Scholarships', 'Donors', and 'Application'. The main content area has a 'Welcome, Traci' message. A yellow box on the right indicates '1 Item requiring completion'. A central message states 'You have some follow-up work to do. Click "Complete Follow-Up" in the boxes below.' Below this, a 'Follow-Ups' section lists 'Academic Scholarship' with the text 'You are eligible to apply but have some work to complete by 9/10/2021.' A yellow 'Complete Follow-Up' button is highlighted with a red border.

4. After completing the Follow-Up item(s), click the **Submit Application** button. Continue this process until you have completed all Follow-Up items for the scholarships listed.

The screenshot shows the same dashboard as above, but the central message now says 'You did it! Nothing left to complete. Way to go!'. The yellow box on the right now indicates '0 Items requiring completion'. The 'Complete Follow-Up' button is no longer present.

5. That's it! Scholarships are generally reviewed and awarded within three weeks of the application deadline. You will receive an email if you receive a scholarship. Return to the dashboard at any time to check on the status of your application(s).

**If you have any questions, please get in touch with Lisa Clark at [scholarships@ccsnh.edu](mailto:scholarships@ccsnh.edu).**