

## ONLINE SCHOLARSHIP APPLICATION

### Frequently Asked Questions

#### 1. Who can apply for Texas Southmost College Scholarships?

- All current Texas Southmost College students are eligible to apply.
- Students should be enrolled for the upcoming semester at Texas Southmost College, and plan to re-enroll at Texas Southmost College for subsequent semesters.

#### 2. How do I apply for scholarships?

The entire application process takes place online using the *AwardSpring* scholarship program. Below is a brief summary of the application process:

- Review the “Helpful Tips Before You Apply” document to get an understanding of the required materials and information.
- Click on the “Apply Now” box at <http://www.tsc.edu/index.php/financial-aid-office/types-of-aid/scholarships.html>
- Click on “Sign in with Your Student Account”. Sign in by using your Texas Southmost College email and password. You are able to sign in and out as many times as you need to complete your application.
- Your information should be imported automatically. However, provide the information requested on each section of the application, including basic personal information and academic information. Your answers are very important and help *AwardSpring* match you to the right scholarships. *Students will be automatically applied to scholarships for which they are qualified after completing the general questionnaire. Any scholarships with additional requirements will still prompt students to provide answers to those additional questions before they can apply.*
- Be sure to read all answer options before choosing one.
- When you get to the Letter of Recommendation section, please read the instructions carefully. As a reminder, it is optional for students to turn in a Letter of Recommendation and Personal Statement. However, priority in the selection process will be given to those who submit optional items.
- You must complete the “Apply” process by the stated deadline to be considered.

#### 3. How do I apply for specific scholarships?

*AwardSpring* will match you to the scholarships for which you *most likely* are qualified, based on the information you provide in your application.

#### 4. How many scholarships can I apply for?

There is no limit to the number of scholarships to which you can apply. The application wizard will match you to the scholarships for which you *most likely* are qualified.

#### 5. When is the application deadline?

Sunday, May 31, 2020 at 11:59 pm is the deadline for 2020-2021 awards.

**6. What are my chances of getting a scholarship?**

The number of available scholarships and applicant pool changes from semester to semester, so this is very difficult, if not impossible, to predict.

**7. What tips or suggestions do you have for me as I complete the application form?**

- READ THE INSTRUCTIONS FIRST and gather any required materials before beginning the application in *AwardSpring*.
- Fill in the application form completely and honestly. Answer all of the questions. *AwardSpring* will not let you leave a required question blank. We will be able to confirm such things as your completed credits, enrolled major, and cumulative GPA.
- Use proper grammar and capitalization. Typos, blanks, and/or incomplete or inaccurate information may count against you in the review process.
- For “Essay Responses”, be sure to answer or address all of the questions/points that are required for each question. We recommend that you prepare your answers in Word and save them ahead of time. Then, as you complete the online application in *AwardSpring*, you can copy and paste your answers into the application.
- Make sure your current name and any other prior names that you have had, are on ALL documents that you upload/attach to your application!

**8. Do I need to provide another transcript when I already sent one to the college when I was admitted?**

Even though you may have provided a transcript to the college upon your admission, you must provide another unofficial copy of your transcript, to be uploaded with your scholarship application, if you want to be considered for scholarships. If it is not attached, your application will be deemed incomplete. If you are unable to upload your transcript, contact Melissa Muzquiz, Coordinator of Institutional Advancement at [scholarships@tsc.edu](mailto:scholarships@tsc.edu) for assistance.

**9. Which transcript(s) should I provide?**

If you are in your first semester at TSC and this is your first college ever attended, we want your high school transcript which shows courses completed and grades received.

If you have attended another college for at least one full semester before coming to TSC and this is your first semester at TSC, then we want your transcript from the last college you attended showing courses completed and grades received.

If you have completed at least one semester at TSC, then we only want your TSC transcript. The unofficial transcript may be obtained and printed by the student through TSC Online and then uploaded with your scholarship application. There is no need to upload multiple transcripts, just your most recent one showing courses completed and grades received.

**10. Does the transcript need to be an original, certified, and in a sealed envelope?**  
No, no and no. An unofficial copy of your transcript is sufficient. Do not upload your report cards, course schedules, test scores, immunization records, etc. We only require the transcript with courses completed and grades received.

**11. Which GPA should I use? This is my first semester at TSC, so I don't have a TSC GPA.**

If you are in your first semester at TSC and this is your first college ever attended, we want your cumulative high school GPA.

If you have attended another college before coming to TSC and this is your first semester at TSC, then we want your GPA from the last college you attended.

If you have completed at least one semester at TSC, then we only want your TSC transcript. The unofficial transcript may be obtained and printed by the student through TSC Online.

**12. Can I use the GPA from last semester or do I need to use my cumulative GPA?**

Wherever we ask for GPA, we are referring to a cumulative GPA that summarizes all semesters. If you use a current semester GPA because it is higher than your cumulative one, we will catch it and change it on your application when we confirm GPAs.

**13. I don't remember what my high school GPA was and I have no way of getting my high school transcript. What should I put on the application?**

You will need to contact Ms. Muzquiz, Coordinator of Institutional Advancement at (956) 295-3679. She will work with you to determine the best solution.

**14. I did not graduate from high school but I completed my GED so I don't have a GPA. What do I put on the application?**

You will need to contact Ms. Muzquiz, Coordinator of Institutional Advancement at (956) 295-3679. She will work with you to determine the best solution.

**15. Who should complete a letter of recommendation for me?**

A current instructor, counselor or advisor could complete the Letter of Recommendation form. (Recommendations from family members, roommates, or friends are discouraged).

**16. How many letters of recommendation do I need to submit?**

One Letter of Recommendation is all that is suggested.

**17. Will I still be considered for a scholarship if I don't include a letter of recommendation?**

Your application will still be considered if you do not include a Letter of Recommendation, but understand that scholarships are highly competitive, and

submitting a Letter of Recommendation might be a way to highlight your application.

**18. Can my references write a letter or send an email instead of using the Recommendation Form that is provided through AwardSpring?**

We require the Recommendation Form that is provided through *AwardSpring*. Recommenders have the option of typing their recommendation into a dialog box provided in the email they receive or uploading a file containing the recommendation (*Word and .pdf files preferred*).

**19. When and how will recipients be notified?**

All applicants will be notified approximately 6-8 weeks after the scholarship deadline. If you do not hear from us after 8 weeks, please call or email Melissa Muzquiz (contact information at bottom of this document) to inquire about your application.

**20. How and when will I receive my scholarship funds, if I receive an award?**

TSC scholarship awards are disbursed according to donor specifications. There are some scholarships that require verification of enrollment in the following academic year in order to disburse.

**21. Will a scholarship affect my other sources of financial aid?**

In general, scholarships do not affect a student's grants, but they may reduce the amount of loans and/or work study that a student will receive. TSC is required to report all scholarship awards to the Financial Aid Office so that aid for a student is coordinated. A student's combined financial aid and scholarship awards cannot exceed the annual estimated cost of attendance.

**22. Are TSC scholarships the only scholarships that are available to me?**

No. There are hundreds of other scholarship opportunities available from other sources that you may research and pursue. Go to <http://www.tsc.edu/index.php/financial-aid-office/types-of-aid/scholarships/scholarship-opportunities.html> for links to outside scholarship opportunities. (Note that Texas Southmost College does not endorse, promote or otherwise support these other sources; they are provided for your information only).

For more information, contact:  
Melissa Muzquiz  
Coordinator of Institutional Advancement  
956.295.3679 | [scholarships@tsc.edu](mailto:scholarships@tsc.edu)