EAGAN FOUNDATION

2018 SCHOLARSHIP APPLICATION INSTRUCTIONS

The Eagan Foundation has about 120 scholarships available for 2018 totaling over $120,000. By filling out just one application you apply to all of the scholarships for which you are eligible. Please fill out the entire application so that we can determine all of the scholarships for which you are qualified. The Foundation will award no more than one scholarship per applicant. Only one application per person is allowed.

To view all of the scholarships that are available, visit the Eagan Foundation website, www.eaganfoundation.org , click on the *Scholarship* tab, and locate the *Scholarship Descriptions* link.

The application for the scholarships is also located on the Scholarship tab. To access the application:

1.   Click on "Click Here To Begin Scholarship Application"

2.   **LOGIN**: A login is required. To create a User Name and Password, you need to provide your First Name, Last Name and your Email Address. Keep a record of your login information as this will allow you to return to the application if you do not finish it in one session.

3.   **ANSWER** all of the questions that apply to you.

4.   **FINANCIAL NEED:** Many of the scholarships being offered are based on financial need. Scholarships based on financial need will require that you submit your Expected Family Contribution (EFC) reported on the front page of your Student Aid Report (SAR). After you submit your Free Application for Federal Student Aid (FAFSA) you will receive a SAR. **To qualify for any financial need scholarships a copy of the SAR must be submitted.** Be sure and file your FAFSA by the scholarship deadline! For more information about your SAR and FAFSA please click on this link: http://studentaid.ed.gov/fafsa/next-steps/student-aid-report All information provided will be handled with special concern for privacy and confidentiality.

5.   **ESSAYS:** You must submit the "Required Essay" to qualify for **any** of the scholarships. The scholarships that require an additional essay are detailed in the application. You will be asked to upload your document(s) (in Microsoft Word format) to the application. Failure to submit the required essay will disqualify your application.

6.   **LETTERS OF RECOMMENDATION:** The scholarships that require a letter of recommendation are detailed in the application. Letters should be mailed by the person who is writing the recommendation and **must be postmarked by January 22, 2018.** Mail letters to: Eagan Foundation, P.O. Box 211192, Eagan, MN 55121. Alternatively, the recommender sign and email the letter to admin@eaganfoundation.org

7.   **HIGH SCHOOL TRANSCRIPT:** Every applicant must submit a copy of their high school transcript (an unofficial transcript will suffice). You are allowed to use the transcript from your School View account or similar record. You can copy and paste a print screen of the transcript to

a Word document, or scan a printed copy to a PDF. The application will require you to upload this document.

8.   **SENIOR PHOTO**: The application requires you to upload your senior photo to be used in the scholarship book in the event you are awarded a scholarship.

9.   **DEADLINE**: Your final application must be submitted **by the deadline, 11:59pm CST on January 22, 2018. Any application submitted after this deadline will not be accepted, no exceptions.**

10.   Scholarship Awards will be announced in late March. The award process culminates on April 3rd with a breakfast award ceremony at Eagan High School for scholarship winners, their parents and the scholarship donors.

Questions regarding the scholarship process can be directed to admin@eaganfoundation.org or call **651- 243-1198.**