HOW TO APPLY FOR SCHOLARSHIPS AT SAINT LEO UNIVERSITY

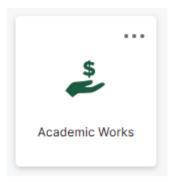






1. Access the Scholarship Portal:

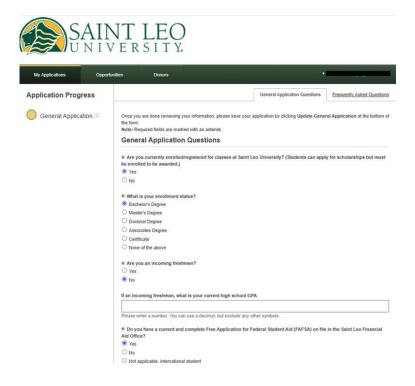
Students can visit https://saintleo.okta.com to access the scholarship portal via the Academic Works link at https://saintleo.academicworks.com.



2. Complete the General Application:

• Fill out and submit the general application, which will display "recommended" opportunities you may qualify for based on selection criteria.

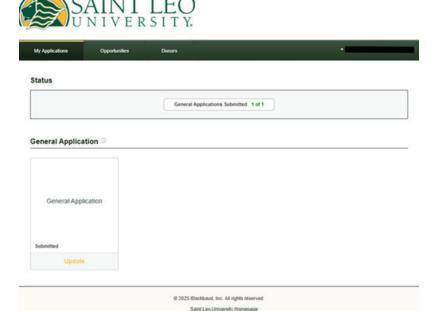
General Application:





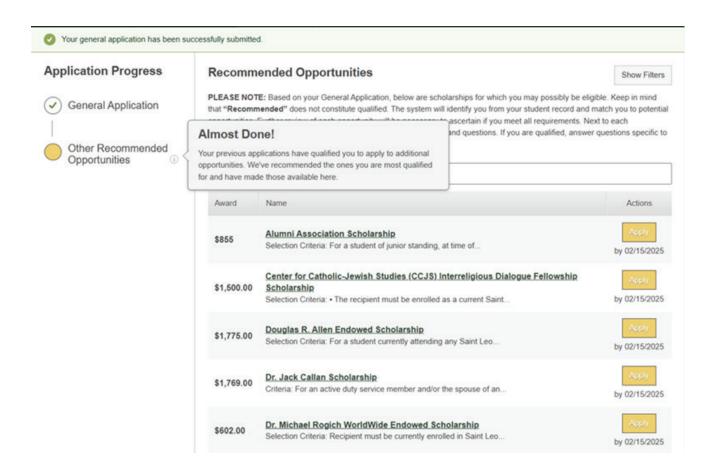


General Application Submission:



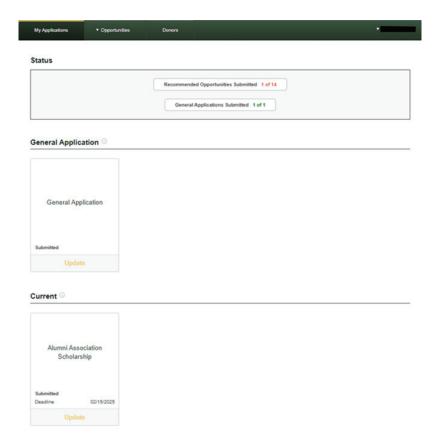


Recommended Opportunities:

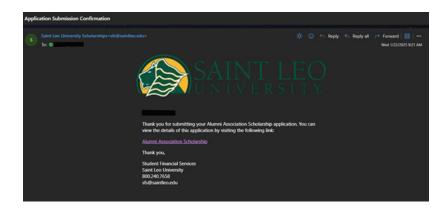




Applications: It will display all submitted applications



Submission confirmation email: After applying to an opportunity, you will receive an email





- Important Dates:

FALL SCHOLARSHIP APPLICATION CYCLE

- September 1: Fall Application Cycle opens.
- October 15: Fall Application Cycle closes. This is the final day to submit an application for the fall cycle.
- Month of November: Scholarship recipients will be notified via Saint Leo email address. Students must accept or decline the award and complete the post acceptance by the stated deadline or forfeit the scholarship award.
- Fall scholarship awards are disbursed during the current academic year.

WINTER APPLICATION CYCLE

- January 1: Winter Application Cycle opens.
- February 15: Winter Application Cycle closes. This is the final day to submit an application for the winter cycle.
- Month of April: Scholarship recipients will be notified via Saint Leo email address. Students must accept or decline the award and complete the post acceptance by the stated deadline or forfeit the scholarship award.
- Winter scholarship awards are disbursed in the upcoming academic year.

3. Financial Need Requirements:

 Ensure you have a current and complete <u>FAFSA</u> on file at Saint Leo University to qualify for need-based scholarships.

4. Track Your Application:

• Monitor your application status on the dashboard; a "submitted" status indicates completion.

5. Notifications:

• If selected for a scholarship, you will receive an email notification to your Saint Leo email account.

6. Acceptance and Renewal:

 Accept or decline awards as directed and remember to submit a new application every year for renewable scholarships.



RENEWABLE PRIVATELY-FUNDED SCHOLARSHIPS

To maintain and renew a privately-funded scholarship, students must adhere to these requirements:

- Annual Application Submission:

• Submit a completed scholarship application every year through the AcademicWorks platform.

- Deadlines for Renewal:

- For fall cycle applications, submit by October 15.
- For winter cycle applications, submit by February 15.

- Eligibility Criteria:

- Meet all specific scholarship criteria.
- If financial need is required, ensure a current and complete FAFSA is on file. This determines the need by subtracting the Student Aid Index (SAI) from the cost of attendance (COA).

- Ineligibility:

• Undergraduate students entering their 5th year are not eligible for renewable scholarships.

For additional help, reach out to your Enrollment Counselor. For detailed information on how to use the AcademicWorks platform, please email sfs@saintleo.edu.

This guide ensures you navigate the scholarship application process effectively and leverage essential resources at Saint Leo University.