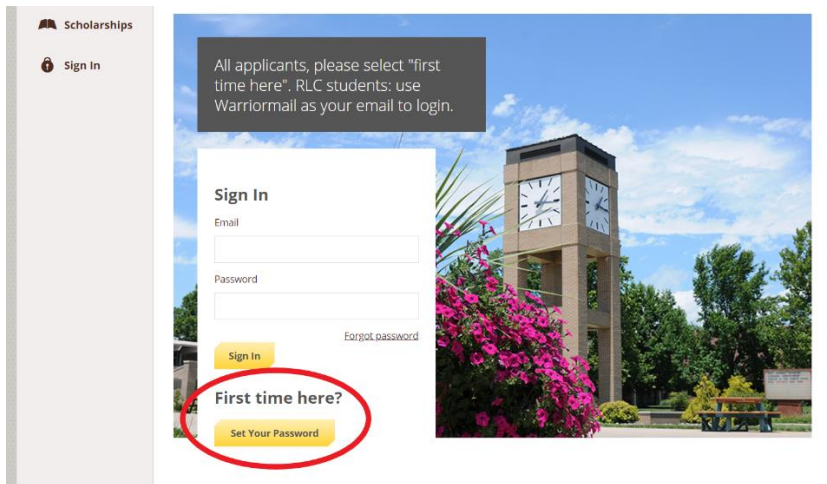




# HOW TO APPLY FOR RLCF SCHOLARSHIPS

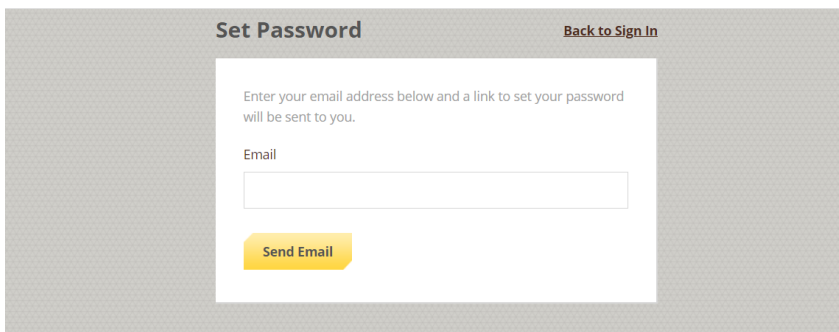
**ALL SCHOLARSHIP APPLICATIONS ARE DUE BY MARCH 1, 2021.**

1. Enter [www.rlc.awardspring.com](http://www.rlc.awardspring.com) in your search bar.
2. Click on the “First Time Here?” button.



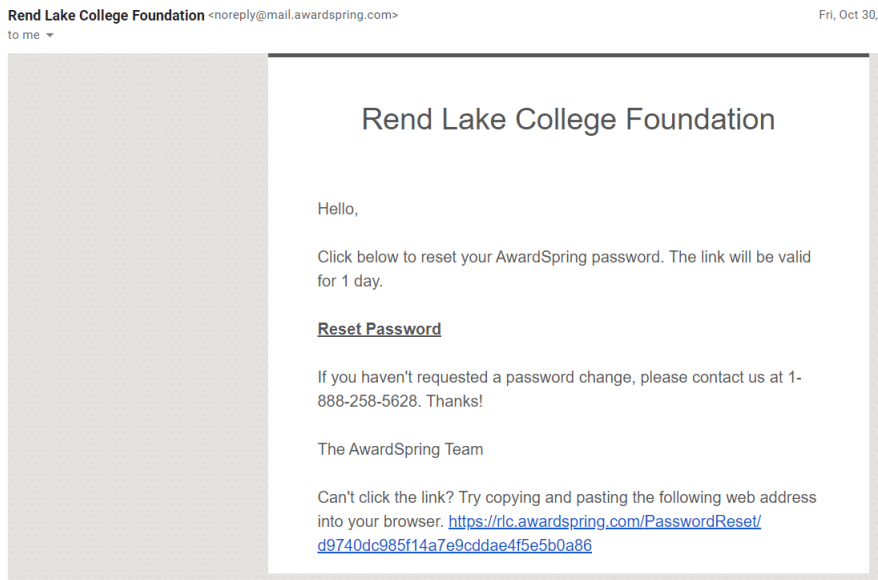
3. Enter your Warriormail address when prompted. If you do not have a Warriormail, please enter an email address that you check regularly. **DO NOT** use a high school email address as those are deleted after you graduate, and you will not be able to access that account.
4. An email will be sent to the email you entered. You will be prompted to click a link to set your password.

Rend Lake College Foundation

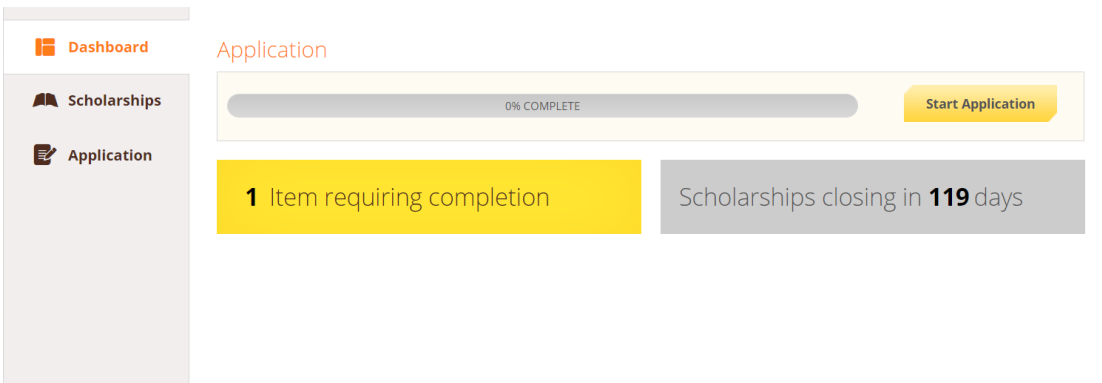




# HOW TO APPLY FOR RLCF SCHOLARSHIPS



- 5. Set your password. *\*RLCF Tip: create a contact in your phone labeled RLCF Scholarships. Enter the email address you used and the password you used. This will be helpful when you apply for scholarships in your second year.\**
- 6. After entering your password (and writing it down!) you will then be sent to your Scholarship Dashboard.





# HOW TO APPLY FOR RLCF SCHOLARSHIPS

7. Click “Start Application”. You will then be able to start the application process. There are tabs to the left of the screen that shows you which section of the application you are working on.

**Application**

**Welcome!**

Welcome to Rend Lake College Foundation's new and improved scholarship application! Here you will be able to apply for over 200 scholarship opportunities that are available to full-time RLC students. Both new and continuing full-time students are eligible and encouraged to apply each year. This is your "one-stop-shop" for all Rend Lake College Foundation scholarships.

Students will not be able to submit the application until all questions are answered and both letters of recommendation and transcripts have been submitted.

*Students will receive a confirmation of their completed application. Students are encouraged to check their emails regularly in case of any scholarship updates.*

**What you will need to submit with your application:**

- Two (2) letters of recommendation - one from a former teacher or instructor and one from an individual who knows you personally (coach, coworker, boss, preacher, etc.). Students may opt to have both recommendation letters from two instructors or two personal acquaintances.\* **Letters of recommendation from a student's family member will not be accepted.**
- Your most recent transcript.\*

\*You must request a recommendation letter at the 11th step of the application process.

8. As you work on the application, you will see the tabs change from blank, to “In Progress”, and then to “Completed”. Students will not be able to click the submit button at the bottom of the page until every tab says “Complete”.
9. Students are required to turn in **two (2)** letters of recommendation for the 2021-22 academic year. You may request a letter of recommendation from the application to your recommender. All you will need is your recommender’s first and last name and their email address. *\*Please ask your recommender if it is okay to send an email request to them.\** Students may also upload a copy of their letter of recommendation. You also have the option to upload a third letter if you wish.

**IMPORTANT: Students who send requests will receive an email once the recommender has uploaded the letter of recommendation. Students**



# HOW TO APPLY FOR RLCF SCHOLARSHIPS

**must sign in to their dashboard and go to the “Letter of Recommendation” tab to ensure it has uploaded. If it has, then you will be able to click submit if all other tabs are completed.**

**Application**

Welcome!

**NEW THIS YEAR**

Your letters of recommendation must be uploaded on this site. If you or your recommender cannot upload the letter to this site, please contact the Foundation Office for help in completing this task.

Would you like to upload a letter of recommendation or send a request for one? This request needs to be from a current or previous instructor.

Upload

Request

Would you like to upload a second letter of recommendation or send a request for one? This request needs to be from anyone other than an instructor or family member. (example: coach, preacher, supervisor, co-worker, etc. )

Upload

Request

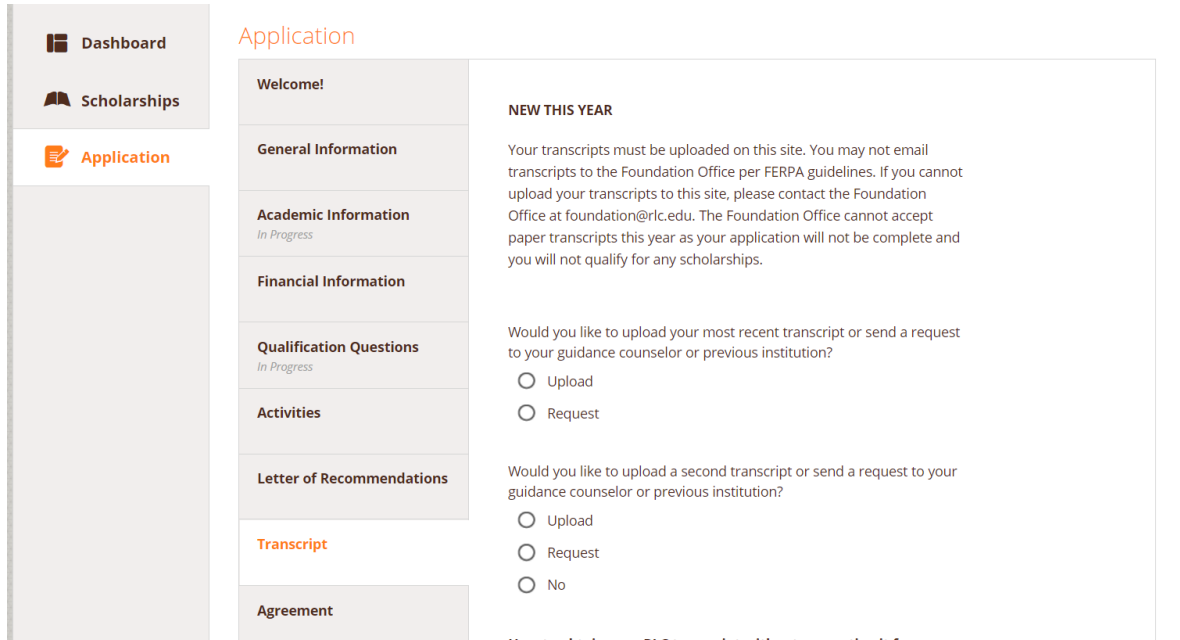
Would you like to upload an optional third letter of recommendation or

10. Students are required to upload their most recent transcript to complete their application. Like the letters of recommendation, students may request a copy of their unofficial transcripts to be uploaded by their guidance counselor or most recent institution. Rend Lake College students may send the request to RLC Student Records. However, we do ask that you **include your birthdate** in your request to ensure accurateness. There is a list of in-district high schools’ guidance counselors’ email addresses as well as RLC Student Records’ email address.

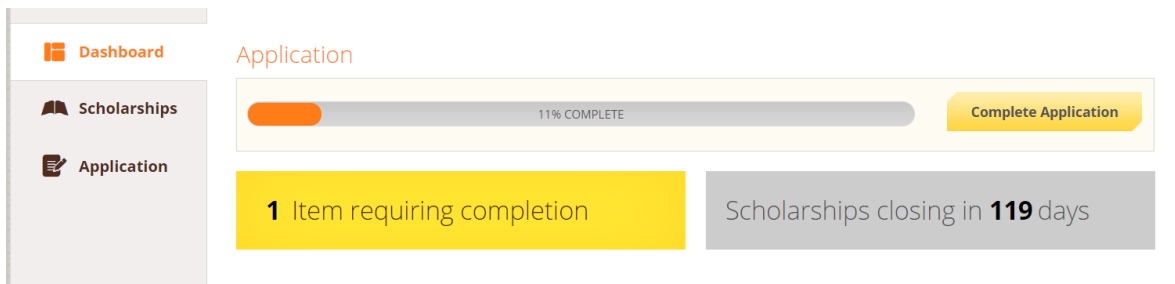
**IMPORTANT: Students who send requests will receive an email once their transcript has been uploaded. Students must sign in to their dashboard and go to the “Transcript” tab to ensure it has uploaded. If it has, then you will be able to click submit if all other tabs are completed.**



# HOW TO APPLY FOR RLCF SCHOLARSHIPS



- 11. Once every tab says “Complete” the submit button at the bottom of the page will be highlighted and will be enabled to click.
- 12. Students will then see a completed dashboard.





# HOW TO APPLY FOR RLCF SCHOLARSHIPS

Students can click on the “Scholarships” tab to see which scholarships they qualify for and that their application has been applied. ***It is important to add that even if a student qualifies for a scholarship, that does not ensure that the student will receive that scholarship.***

Scholarship Name	Award	Deadline	Status
<b>Ann M. Santoro Memorial Scholarship</b> Ann M. Santoro Memorial Scholarship	N/A	Due Mar 01, 2021	Applied
<b>Austin-Welch Scholarship</b> Austin-Welch Scholarship	N/A	Due Mar 01, 2021	Applied
<b>Bank of Illinois Scholarship</b> Bank of Illinois Scholarship	N/A	Due Mar 01, 2021	Applied
<b>Benton BPW Scholarship</b> Benton BPW Scholarship	N/A	Due Mar 01, 2021	Applied
<b>Benton Lions Club Scholarship</b> Benton Lions Club Scholarship	N/A	Due Mar 01, 2021	Applied
<b>Bill B. and Ruth O. Smith Memorial Scholarship</b> Bill B. and Ruth O. Smith Memorial Scholarship	N/A	Due Mar 01, 2021	Applied
<b>Curtis Smith Memorial Scholarship</b> Curtis Smith Memorial Scholarship	N/A	Due Mar 01, 2021	Applied



# HOW TO APPLY FOR RLCF SCHOLARSHIPS

Students can also filter their scholarships to see the scholarships they did not qualify for. You may also click on the scholarship to see the requirements to note why you did not qualify for certain scholarships.

<b>Dashboard</b>	<b>Scholarships</b>	Filter ▾	
<b>Scholarships</b>			
<b>Application</b>			
Scholarship Name	Award	Deadline	Status
<b>A.J. Wellen Memorial Scholarship</b> A.J. Wellen Memorial Scholarship	N/A	Due Mar 01, 2021	Not Qualified
<b>Adam Lee Lorance Memorial Art Scholarship</b> Adam Lee Lorance Memorial Art Scholarship. A certificate & st...	N/A	Due Mar 01, 2021	Not Qualified
<b>AGE Scholarship</b> AGE Scholarship	N/A	Due Mar 01, 2021	Not Qualified
<b>Allen Trucking, LLC Scholarship</b> Allen Trucking, LLC Scholarship	N/A	Due Mar 01, 2021	Not Qualified
<b>Alyssa Dawn Lorance Memorial Theatre Scholars...</b> Alyssa Dawn Lorance Memorial Theatre Scholarship	N/A	Due Mar 01, 2021	Not Qualified
<b>Amanda Peyton Memorial Scholarship</b> Amanda Peyton Memorial Scholarship	N/A	Due Mar 01, 2021	Not Qualified
<b>Andrea Bradley Memorial Scholarship</b> Andrea Bradley Memorial Scholarship	N/A	Due Mar 01, 2021	Not Qualified

<b>Dashboard</b>	<b>Scholarships</b> ▾ A.J. Wellen Memorial Scholarship
<b>Scholarships</b>	
<b>Application</b>	
<b>Overview</b>	<b>Quick Facts</b>
A.J. Wellen Memorial Scholarship	Apply by Mar 01, 2021
<b>Qualifications</b>	
<ul style="list-style-type: none"> <li>✓ Applicant must have a 2.0 or higher GPA.</li> <li>✓ Applicant must be from Hamilton County.</li> <li>✓ Applicant must be a vocational student (Diesel, Automotive, Machining, Welding, and Industrial Electronics/Maintenance).</li> </ul>	



## HOW TO APPLY FOR RLCF SCHOLARSHIPS

We hope this has been helpful. However, we cannot account for all problems that arise. If you do experience an issue during any step of this process, please reach out to our Scholarship Coordinator, Kelsey Page, at [pagek@rlc.edu](mailto:pagek@rlc.edu).

Awarding will start after the application closes on March 1, 2021. High school seniors will receive notification of their award(s) at their respective Honors Nights. RLC students will receive notification in May 2021 via email.

*To qualify for the majority of RLCF scholarships, students must have at least a 2.0 GPA on a 4.0 scale. Students must also be enrolled or planning to be enrolled at RLC full-time in the fall 2021 semester. If a student receives a scholarship and does not fulfill these requirements, Rend Lake College Foundation reserves the right to remove the scholarship from the student's account.*