



San Francisco State University

We Make Great Things Happen

Scholarships 101






Office of Student Financial Aid

Spring 2019

The Agenda

- Scholarship Tips
- SF State Scholarship Website
- Other Resources
- Applying for Scholarships using Academic Works
- You won! Now what?
- Q & A

Scholarship Tips

-  **Most scholarship deadlines are from January to June**
Some organizations/ SF State departments may have application deadlines that vary
-  **Apply for as many scholarships as possible**
-  **Read eligibility requirements or criteria carefully**
-  **Seek out opportunities at your/your parents' work, social/community groups or organizations etc.**
-  **Emphasize your *talents, skills, academic achievement, and community involvement* on your applications**

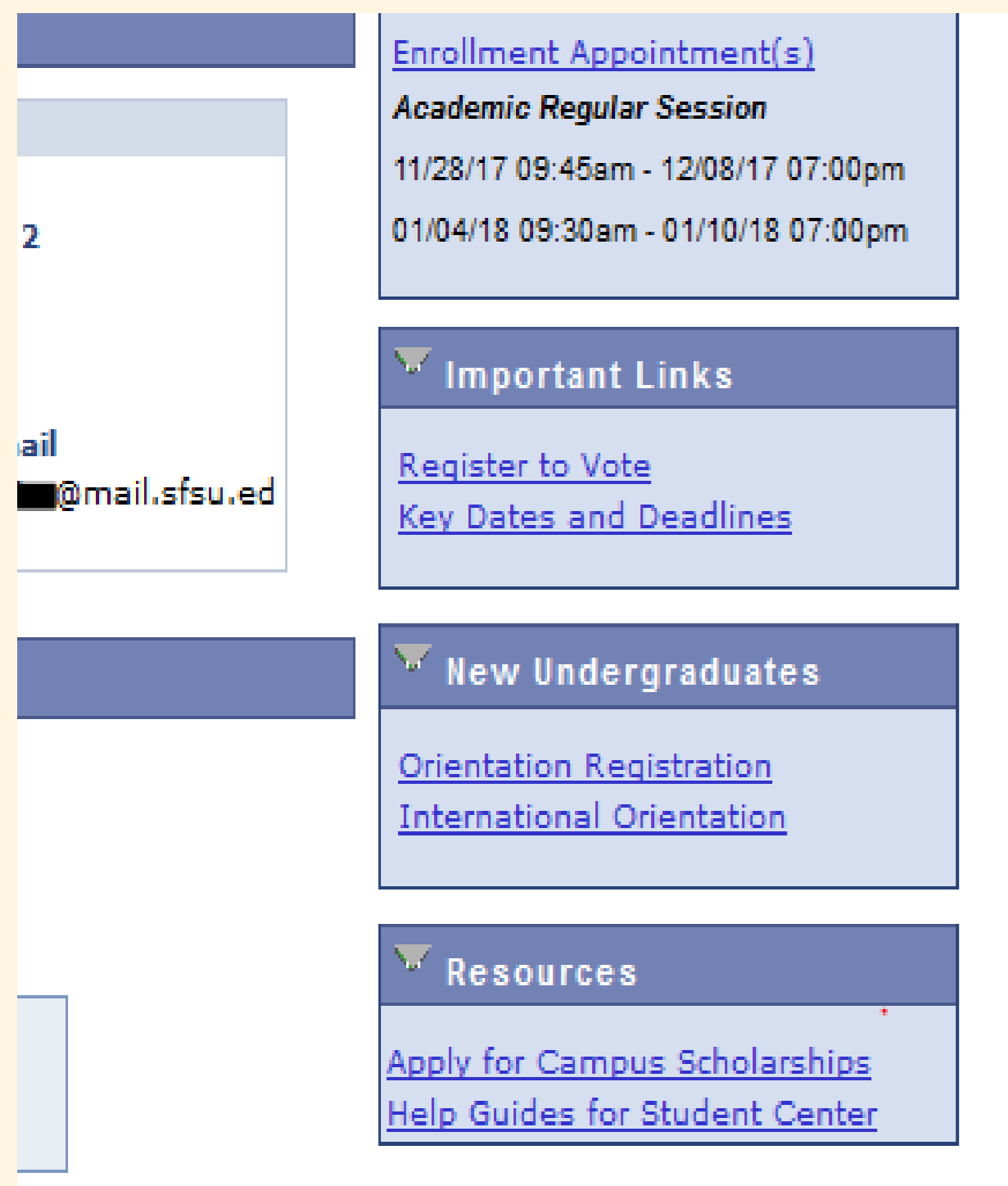
Scholarships at SFSU



Accessing Academic Works

Can be found on our website or your Student Center

SFSU Student Center



The screenshot shows the SFSU Student Center website. On the left, there is a navigation menu with a search bar containing the number '2' and an email address field with '@mail.sfsu.ed'. The main content area is divided into several sections: 'Enrollment Appointment(s)' with a sub-section for 'Academic Regular Session' listing dates from 11/28/17 to 01/10/18; 'Important Links' with links for 'Register to Vote' and 'Key Dates and Deadlines'; 'New Undergraduates' with links for 'Orientation Registration' and 'International Orientation'; and 'Resources' with links for 'Apply for Campus Scholarships' and 'Help Guides for Student Center'.

To access your Student Center:

- Login through gateway.sfsu.edu
- Under Student heading, select Financial/Jobs
- Select “Student Center”

Desktop view:

- “Resources” section at the bottom right corner
- Select “Apply for Campus Scholarships”

SFSU Student Center

Financial Aid Website

Resources

[Scholarship Listings](#)

[Other Places to Look](#)

[FAQ](#)

[Scholarship 101 Workshop powerpoint](#)

Tips

Scholarships

Searching and applying for scholarships is largely a self-help process. This web site provides information and resources to assist students on how to begin their search for scholarship opportunities. Typically, the Spring semester is the most opportune time to begin and applying for scholarships for the next academic year.

AcademicWorks

[Sign in to AcademicWorks scholarship database](#)

financialaid.sfsu.edu/scholarships

Our scholarships page has a wealth of resources and information to get you started.

To apply for scholarships, you must go through **Academic Works**. Link in Scholarships website home page.

Using Academic Works

Completing general application and searching for scholarships

Sign in with your SF State ID and password

Complete General Application / View Frequently Asked Questions

Once completed, you will see “Recommended Scholarships”

The screenshot shows a web interface for the Academic Works application. At the top, there is a dark blue navigation bar with the following menu items: Applications (highlighted), Opportunities, Donors, and References. On the right side of this bar, there is a blacked-out user profile area. Below the navigation bar, the page is divided into two main sections. The left section is titled "General Application Progress" and contains two items: "Applicant Record" with a grey checkmark icon and "Profile Information" with a yellow checkmark icon. The right section contains instructional text: "Once you are done updating your information and have signed and dated, please save your application by clicking Update Your Application at the bottom of the form." Below this, it says: "If you have questions about the scholarship you are applying for, click the Frequently Asked Questions link to see if your questions are listed. If not, contact the person or department listed on the scholarship opportunity." A note follows: "Note: Required fields are marked with an asterisk." Below the text is a section titled "General Application Questions" with a dashed line separator. Underneath, there are three input fields, each with a yellow asterisk indicating a required field. The first field is labeled "* First Name" and has a blacked-out portion. The second field is labeled "* Last Name" and also has a blacked-out portion. The third field is labeled "* SF State Student ID Number" and is partially visible at the bottom.

Recommended Opportunities

My Applications ▾ Opportunities Donors

Application Progress

- ✓ General Application
- Other Recommended Opportunities ⓘ

Recommended Opportunities

Show Filters

Scholarship opportunities listed on this page are recommended to you based on the information you submitted on your General Application and your imported academic information from SF State. (e.g., gpa or class level or major). **Read the scholarship eligibility requirements carefully to determine if you are qualified BEFORE applying.**

To **apply** for these opportunities, click on the Apply button and complete the supplemental questions.

If you have any questions, contact the person or department listed on the scholarship opportunity page.

Search by Keyword

Award	Name	Actions
\$1,000	James Hirabayashi Person for All Seasons Scholarship Fund ETHNIC STUDIES This scholarship will be disbursed in Fall 2018. This scholarship is non-renewable. Awarding Department: College of Ethnic...	Apply by 04/15/2018
Equivalent to tuition	Costco Scholarship Fund Ethnic Studies Scholarship awarded for the 2018-2019 academic year Awarding Department: Ethnic Studies Scholarship Intent: The Costco...	Apply by 04/15/2018
varies	California Retired Teachers Association, SF Division (CRTA) Graduate College of Education Awarding Department: California Retired Teachers Association, SF Division (CRTA) Scholarship Intent: Provide...	Apply by 03/16/2018
up to \$4,000	Karl Richard Lane Scholarship GRADUATE COLLEGE OF EDUCATION Awarding Department: Graduate Office Scholarship Intent: Provide financial assistance to teacher	Apply

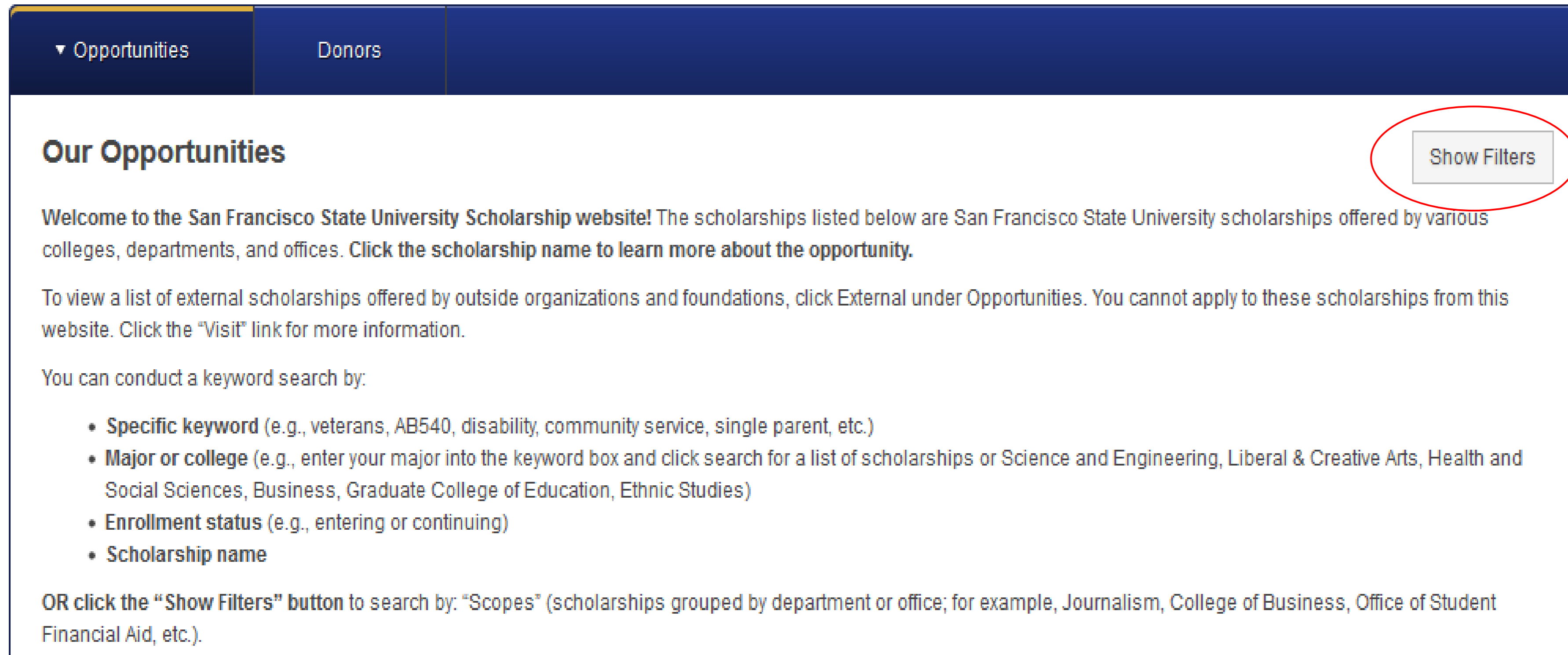
Scholarships match to you based on:

- GPA or
- Class level or
- Major

Once matched, make sure you meet *all* requirements of the scholarship.

Our Opportunities

Search for scholarships yourself, you may be eligible for more than what was recommended.



The screenshot shows a navigation bar with 'Opportunities' and 'Donors' tabs. Below the navigation bar, the page title is 'Our Opportunities'. A 'Show Filters' button is circled in red. The main content area contains a welcome message, instructions on how to search for scholarships, and a list of search criteria.

▼ Opportunities Donors

Our Opportunities

Welcome to the San Francisco State University Scholarship website! The scholarships listed below are San Francisco State University scholarships offered by various colleges, departments, and offices. Click the scholarship name to learn more about the opportunity.

To view a list of external scholarships offered by outside organizations and foundations, click External under Opportunities. You cannot apply to these scholarships from this website. Click the "Visit" link for more information.

You can conduct a keyword search by:

- **Specific keyword** (e.g., veterans, AB540, disability, community service, single parent, etc.)
- **Major or college** (e.g., enter your major into the keyword box and click search for a list of scholarships or Science and Engineering, Liberal & Creative Arts, Health and Social Sciences, Business, Graduate College of Education, Ethnic Studies)
- **Enrollment status** (e.g., entering or continuing)
- **Scholarship name**

OR click the "Show Filters" button to search by: "Scopes" (scholarships grouped by department or office; for example, Journalism, College of Business, Office of Student Financial Aid, etc.).

You can search for scholarships two ways:

Show Filters
or
Keyword search

Our Opportunities

Before applying, make sure the deadline hasn't passed!

Search by Keyword		
Award	Name	Actions
\$1,000 .00	<u>Angela Bukle/Associated Students Memorial Scholarship</u> Associated Student Inc. This scholarship will be awarded for the 2018-2019 academic year. The scholarship award (\$1,000.00) will be disbursed all...	Apply by 02/18/2018
\$1,000	<u>College of Business/Associated Students Inc Scholarship</u> Associated Student Inc. This scholarship will be awarded for the 2018-2019 academic year. The scholarship award (\$1,000.00) will be disbursed all...	Apply by 02/18/2018
\$1,000	<u>College of Education/Associated Students Inc Scholarship</u> Associated Student Inc. This scholarship will be awarded for the 2018-2019 academic year. The scholarship award (\$1,000.00) will be disbursed all...	Apply by 02/18/2018
\$1,000	<u>College of Ethnic Studies/ Associated Students Inc Scholarship</u> Associated Student Inc. This scholarship will be awarded for the 2018-2019 academic year. The scholarship award (\$1,000.00) will be disbursed all...	Apply by 02/18/2018

Eligibility Criteria

Ensure that you meet *all* eligibility criteria for each scholarship.

▼ Opportunities

Donors

College of Ethnic Studies/ Associated Students Inc Scholarship

Associated Student Inc.

This scholarship will be awarded for the 2018-2019 academic year. The scholarship award (\$1,000) will be awarded for the 2018-2019 academic year. Students must be enrolled at least half time during the Fall 2018 or Spring 2019 academic year.

- **Awarding Department:** Associated Students Project Connect Recruitment Retention Resources
- **Scholarship Intent:** To provide assistance and support to the educational advancement of students
- **Criteria:** Part time minimum enrollment at SF State or enrolled in at least half-time at another institution. Applicants must include a detailed explanation of their academic achievement and community service, support of the College of Ethnic Studies, and financial need.
- **Major:** All majors in the College of Ethnic Studies
- **Class Level:** HS Seniors, Undergrad: Any, Grad: Masters/PhD
- **Enrollment Status:** Any
- **Enrollment Requirement:** Undergrad: HALF-TIME; Grad: HALF-TIME
- **Financial Need as determined by the FAFSA and/or CA Dream App:** Not a Requirement
- **Citizenship:** Any
- **GPA:** HS GPA: 2.5; Undergrad GPA: 2.5; Grad GPA: 2.5
- **Contact Person:** Mario Flores
- **Campus Address:** CCSC T139
- **Street Address:** 1650 Holloway Avenue, San Francisco, California 94132
- **Phone Number:** (415) 405-4048
- **Email:** scholarships@asi.sfsu.edu
- **Web page:** <http://asi.sfsu.edu>
- **Number of Awards:** 2

Double check that you meet the following eligibility criteria:

- Major
- Class level
- Financial need
- Citizenship
- GPA
- Enrollment requirements (at the time you will receive the scholarship)

Check Scholarship Status

View status of applications: Submitted, Drafts, General

My Applications 1 Opportunities Donors Shree Rangaraj

Status

Recommended Opportunities Submitted **0 of 50**

General Applications Submitted **1 of 1**

Needs Attention i

Required Questions !
Deadline 04/15/2018
Drafted

James Hirabayashi Person
for All Seasons Scholarship
Fund

Finish


General Application i

Submitted

Check out the Scholarship Donors

My Applications 1 Opportunities Donors


Search by Keyword Search Donors Show Filter



Anabel Pelham, Ph.D.

Dr. Anabel Pelham is an Emerita faculty member of the San Francisco State University Gerontology program, and its founding director. She enjoyed a distinguished career as a professor at SF State for nearly thirty five years, and retired in 2013. During her tenure, Dr. Pelham served as Gerontology's chair and director of the university's Institute on


[View Donor](#)



Donna S. Kline

Donna S. Kline earned her Master's Degree in Music at SF State under the mentorship of Professor William Corbett-Jones. His teachings inspired Donna to pursue outstanding educational opportunities and experiences. This training has given Ms. Kline far reaching and lasting benefits as a musician and author.

[View Donor](#)



Family and Friends of Jason Louis Zarri

The Jason Louis Zarri Memorial Scholarship is supported by Jason's family and friends.

Jason grew up in Concord, CA and attended St. Agnes Catholic School from kindergarten through the 7th grade. Jason's family endured some tragedies which greatly impacted Jason. He began to suffer from mental illness at age

[View Donor](#)

External Opportunities

You can search for off-campus scholarships, too!

 Search by keyword

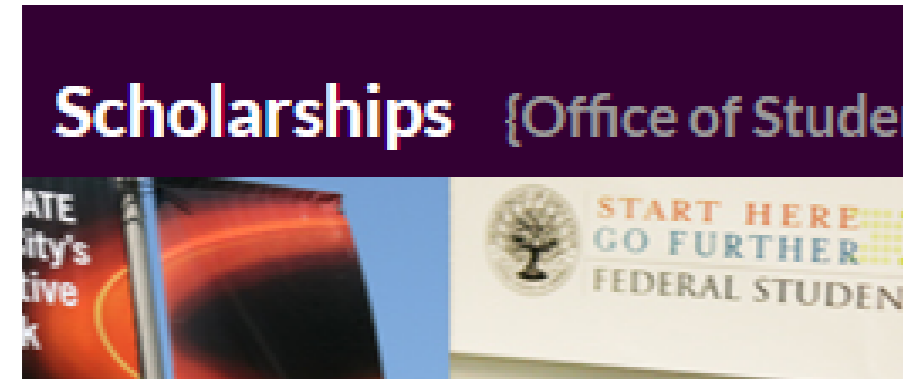
 Major


 Ethnicity

 County

Scholarship name

Other Scholarship Resources



 **Office of Student Financial Aid Website**
financialaid.sfsu.edu/scholarships

- Resources
- Tips
- International Students
- What's New (on Scholarships home page)

 **One Stop: Scholarship Center**

- Handouts
- Bulletin board with announcements

Scams Alert

! RED FLAGS

- “we’ll do all the work!”
- “scholarship guaranteed or your money back”
- “you’ve been selected / you are a finalist” in a contest
- “you can’t get this information anywhere else”
- a fee is involved
- credit card or bank account information needed to hold scholarship
- Vague or no contact information
- Scam organizations masquerade themselves as a government agency

Report to

**Federal Trade Commission @ www.ftc.gov &
National Fraud Information Center @ www.fraud.org**

For more information, visit www.finaid.org for comprehensive information on scholarship scams.

Tips for International Students



Check out the “International Students” link on the Scholarships homepage

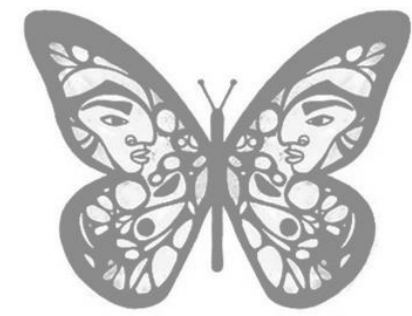
Check the Office of International Program’s web site @ oip.sfsu.edu or email them @ oip@sfsu.edu

Check www.internationalscholarship.com and www.iefaf.org

On AcademicWorks: Students may apply for scholarships where the **Citizenship** row indicates “Any”

Tips for Undocumented / AB 540 Students

Check out the SF State AB 540 information website: undocugators.sfsu.edu






On AcademicWorks:

- Students may apply for scholarships where the **Citizenship** row indicates “Any”
- Using keyword search, search for “AB 540”

Essay Writing Tips

Most scholarships ask you to write a personal statement about yourself

When writing your essay:

-  Make sure you *follow directions* and *answer all essay questions* on the scholarship application
-  Tell your personal story
-  Have several strong writers read and edit your essay



Campus Academic Resource Program

Location: HSS 346

Visit carp.sfsu.edu for more information on tutoring hours, making appointments, and their other services and resources!

Make an appointment with CARP!

- Learn how to effectively answer a scholarship essay prompt
- Devise pre-writing methods in order to organize information for a scholarship essay
- Discuss how to make a scholarship essay detail oriented, personal, and original

Letters of Recommendation

- Check the scholarship application for guidelines
- Letters should be typed, signed, and printed on official letterhead
- Ask a professor or employer or community leader who knows you well and can write a good letter of recommendation
- Give the person sufficient time to write the letter
- Give the person a specific deadline date
- If the person must send the recommendation letter directly to scholarship organization, provide a stamped addressed envelope

Letters of Recommendation: Check Status

▼ Applications ▼ Opportunities Donors ▼ References

Active References Expired References

Active References

From this page, you can see the status of both your pending and completed reference requests. If a request is still pending, you may click "Resend" to send a reminder to the reference. To update or send a new reference request, please do so by updating the application where you made the original request.

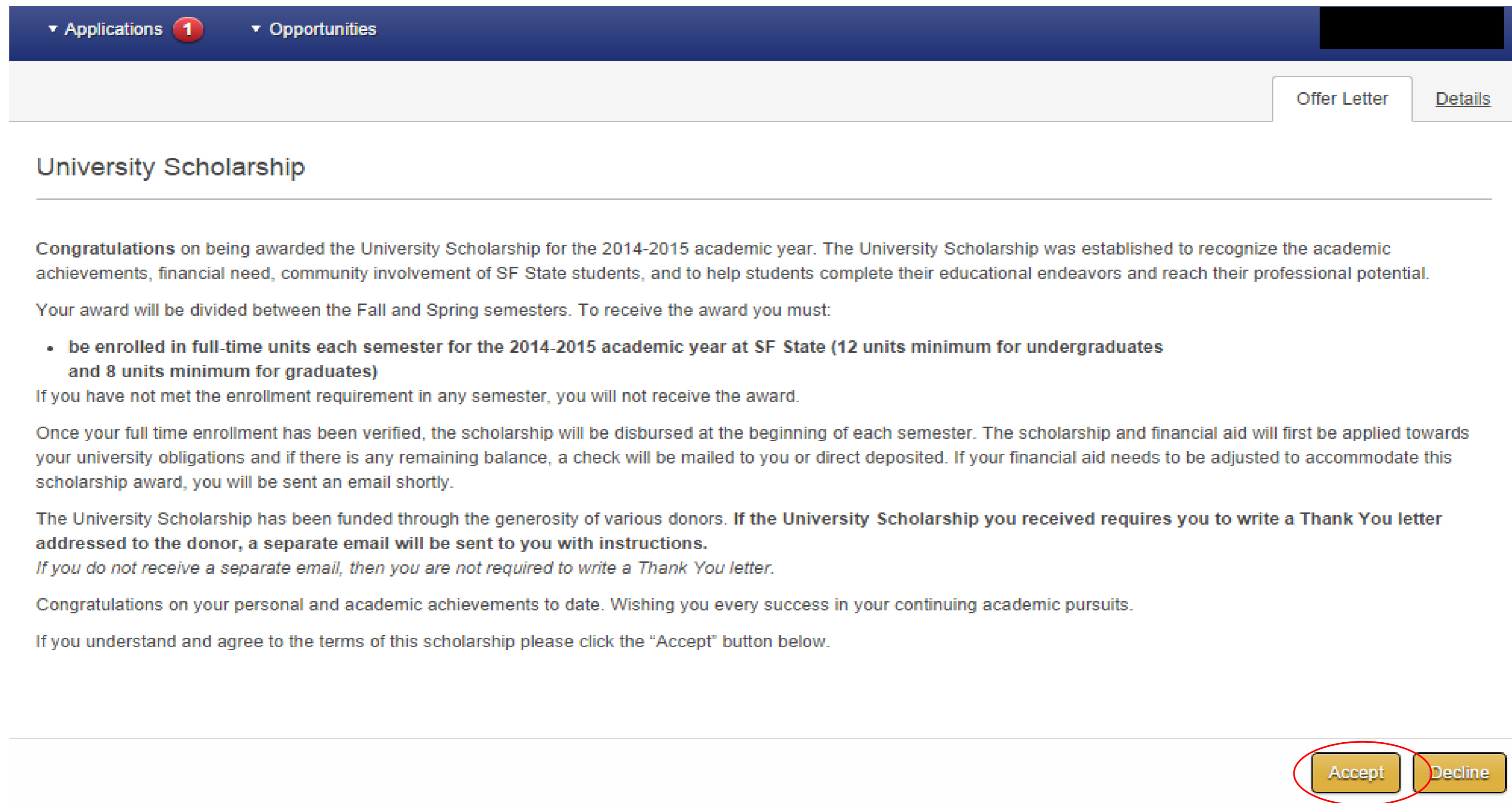
Name	Email	Request Date	Status
Sodexo Scholarship Reference Request			
Cristina Azocar	cazocar@sfsu.edu	09/03/2016	Requested - Resend
Confidential Letter of Recommendation Request for a SF State scholarship applicant - 1			
Cristina Azocar	cazocar@sfsu.edu	09/03/2016	Requested - Resend

Students can:

- Resend an email request to their provider
- View active and expired references

You've Been Awarded!

You will receive an email sent from scholarships@sfsu.edu to inform you you've been selected to receive a scholarship. If you are awarded a scholarship, you must accept it on Academic Works.



The screenshot shows the Academic Works interface. At the top, there is a dark blue navigation bar with "Applications" (indicated by a red circle with the number 1) and "Opportunities". Below this, there are two buttons: "Offer Letter" and "Details". The main content area is titled "University Scholarship".

University Scholarship

Congratulations on being awarded the University Scholarship for the 2014-2015 academic year. The University Scholarship was established to recognize the academic achievements, financial need, community involvement of SF State students, and to help students complete their educational endeavors and reach their professional potential.

Your award will be divided between the Fall and Spring semesters. To receive the award you must:

- be enrolled in full-time units each semester for the 2014-2015 academic year at SF State (12 units minimum for undergraduates and 8 units minimum for graduates)

If you have not met the enrollment requirement in any semester, you will not receive the award.

Once your full time enrollment has been verified, the scholarship will be disbursed at the beginning of each semester. The scholarship and financial aid will first be applied towards your university obligations and if there is any remaining balance, a check will be mailed to you or direct deposited. If your financial aid needs to be adjusted to accommodate this scholarship award, you will be sent an email shortly.

The University Scholarship has been funded through the generosity of various donors. If the University Scholarship you received requires you to write a Thank You letter addressed to the donor, a separate email will be sent to you with instructions. If you do not receive a separate email, then you are not required to write a Thank You letter.

Congratulations on your personal and academic achievements to date. Wishing you every success in your continuing academic pursuits.

If you understand and agree to the terms of this scholarship please click the "Accept" button below.

At the bottom right, there are two buttons: "Accept" and "Decline". The "Accept" button is circled in red.

Thank You Letter

Guidelines and Tips

General guidelines

- The letter may be handwritten or typed
- Be prompt
- Check all spelling and grammar
- Sign the letter

Also:

- Upload directly to Academic Works
- If one is requested, there will be a Post-Acceptance question.

When writing the letter, include the following:

- Address the letter to the donor or the person who should receive the letter with the appropriate title (*Dear Dr., Mr., Mrs., Ms.*)
- ✔ Start the letter by thanking the donor
- ✔ Next, tell the donor about yourself
- ✔ Let the donor know what your future plans are
- ✔ Finally, express your appreciation for the financial support received from the scholarship

How you receive the scholarship

Campus Scholarships

- Campus department prepares award paperwork and submits to internal departments to process.
- Then, it is disbursed to you via direct deposit or check

*(Minus any tuition or housing you still owe).

Outside Scholarships

- Organization sends check to the Bursar's office
- Information is forwarded from the Bursar's office to the Financial Aid office for awarding.
- Then, it is disbursed to you via direct deposit or check

*(Minus any tuition or housing you still owe).

Financial Aid & Scholarship Coordination

- Under federal and state regulations, your scholarship must be coordinated with your other financial aid and cannot exceed your financial aid eligibility or your cost of attendance.
- Report scholarships you have won in your Student Center portal: “Report Other Aid”

Undergraduate Full Time Attendance For Two Semesters

Cost type	Off / On Campus	Living With Parents
Tuition Fee (7 Units / Greater)	\$7,264	\$7,264
Books and Supplies	\$2,002	\$2,002
Food and Housing	\$15,151	\$5,418
Personal Expenses	\$1,480	\$1,480
Transportation	\$1,587	\$1,588
Total =	\$27,484	\$17,752

Graduate & 2nd Bachelor Graduate Full Time Attendance for Two Semesters

Cost type	Off / On Campus	Living with Parents
Tuition Fee (7 Units / Greater)	\$8,698	\$8,698
Books and Supplies	\$2,002	\$2,002
Food and Housing	\$15,151	\$5,418
Personal Expenses	\$1,480	\$1,480
Transportation	\$1,587	\$1,588
Total =	\$28,918	\$19,186


Scholarship and Taxes

Scholarships are tax free if

- You are a full-time or part-time candidate for a degree at a primary, secondary, or accredited post-secondary institution and
- The award covers tuition, fees, books and supplies required for courses

Scholarships are taxed if

- Used to cover anything other than tuition fees, books and supplies
- Examples:
 - Room and board
 - Travel
 - Research
 - Clerical Help
 - Equipment

 Tax questions should be directed to the IRS @ [irs.gov](https://www.irs.gov)

 International students must meet with the Campus Tax Specialist

Fellowship Office

fellowships.sfsu.edu

- Provides assistance in applying for nationally competitive fellowships and CSU system-wide awards
- Have a GPA of 3.7 or above, and a strong record of public service or research activities.

- Contact:

Dr. Joy Viveros

fellows1@sfsu.edu

or

Division of Graduate Students, Administration Bldg 254 | 415-405-2128

Contact Us

Office of Student Financial Aid



One Stop: In person counseling

San Francisco State University
Student Services Building, 1st floor
Monday – Friday
8:30 a.m. – 5 p.m.



Phone

(415) 338 7000
Monday – Friday
10 a.m – 3 p.m.



Email / Website

faschol@sfsu.edu
[financialaid.sfsu.edu /scholarships](http://financialaid.sfsu.edu/scholarships)

finaid@sfsu.edu
financialaid.sfsu.edu