



Navigating AwardSpring: A Guide for Applicants

The purpose of this guide is to walk you through the process of applying for scholarships offered by the **NKC Schools Education Foundation** using the **AwardSpring** platform.

Start by navigating to the [NKC Schools Education Foundation AwardSpring site](http://nkcscholarships.awardspring.com). The URL is <http://nkcscholarships.awardspring.com>

You will land at the login page.



Scholarships

Donors

Sign In

Register

The NKC Schools Education Foundation is proud to offer scholarships to the Class of 2025! Apply today!

Sign In

Email

Password

[Forgot password](#)

Sign In

DON'T HAVE AN ACCOUNT?

Register

In the left menu bar, both **Scholarships** and **Donors** are clickable buttons.

Scholarships will show you a list of all scholarships that are being offered by the **NKC Schools Education Foundation**, along with their respective award amounts and deadlines.

The screenshot shows the 'Scholarships' page of the NKC Schools Education Foundation. The page features a sidebar menu with options for Dashboard, Scholarships (selected), Donors, and Application. The main content area displays a table of scholarships with columns for Scholarship Name, Award, Deadline, and Status. A 'Filter' dropdown is located above the table.

Scholarship Name	Award	Deadline	Status
Alexander Cruz Esteban Memorial Scholarship (Spe... The Alexander Cruz Memorial Scholarship is established in Iovin...	N/A	Due Feb 28, 2025	
Alice and Elmer Black Vocational Training Scholars... This scholarship assists students who enroll in and complete a tr...	N/A	Due Feb 28, 2025	
Average Joe/Jane Scholarship This scholarship was established to assist students who don't se...	N/A	Due Feb 28, 2025	
Barry W. Salsbury Memorial Scholarship The Barry Salsbury Memorial Scholarship was created in loving ...	N/A	Due Feb 28, 2025	
Bill & Ann Grace Scholarship - Oak Park High School This \$500 scholarship honors former Vocal Music Director Bill Gr...	N/A	Due Feb 28, 2025	
Bill Overbey Future Educator Scholarship Education was an essential part of Bill Overbey's life. He received...	N/A	Due Feb 28, 2025	
Blair Family Traditions Scholarship Established by Libby and Allen Blair, this scholarship will be awar...	N/A	Due Feb 28, 2025	
Buddie Butterfield Hornet Golf Scholarship This scholarship was established in memory of Buddie Butterfiel...	N/A	Due Feb 28, 2025	
Carol L. Stockton Music Education Scholarship This scholarship was established in memory of Carol Lynn Stock...	N/A	Due Feb 28, 2025	
Chris Bartholomew Scholarship This scholarship was established in memory of Chris, a 2004 Nor...	N/A	Due Feb 28, 2025	

Click into a scholarship to see additional information.

The screenshot shows the detailed view of the 'Alexander Cruz Esteban Memorial Scholarship (Special Education)'. The page includes an 'Overview' section with a description of the scholarship, a 'Quick Facts' section with application and award information, and a 'Qualifications' section with a list of requirements.

Scholarships - Alexander Cruz Esteban Memorial Scholarship (Special Education)

Overview

The Alexander Cruz Memorial Scholarship is established in loving memory of Alexander Cruz Esteban (12/16/2005 - 2/16/2021). Alexander attended Ravenwood, New Mark, and Staley schools as an NKC Schools student. He would have been a member of the Class of 2024.

This scholarship will provide a graduating senior at Staley High School who plans to pursue a career/ degree in Special Education with a \$1,500 award. Applicants must complete an essay answering the following:

- Why they want to be a SpEd Teacher
- Why they would be a great candidate for the scholarship
- How they want to make a difference in the SpEd community
- Sharing any experience they have working or volunteering with Special Education

The scholarship will be presented by Alexander's parents at Staley's Senior Honors Night.

Quick Facts

- Apply by Feb 28, 2025
- \$1,500.00

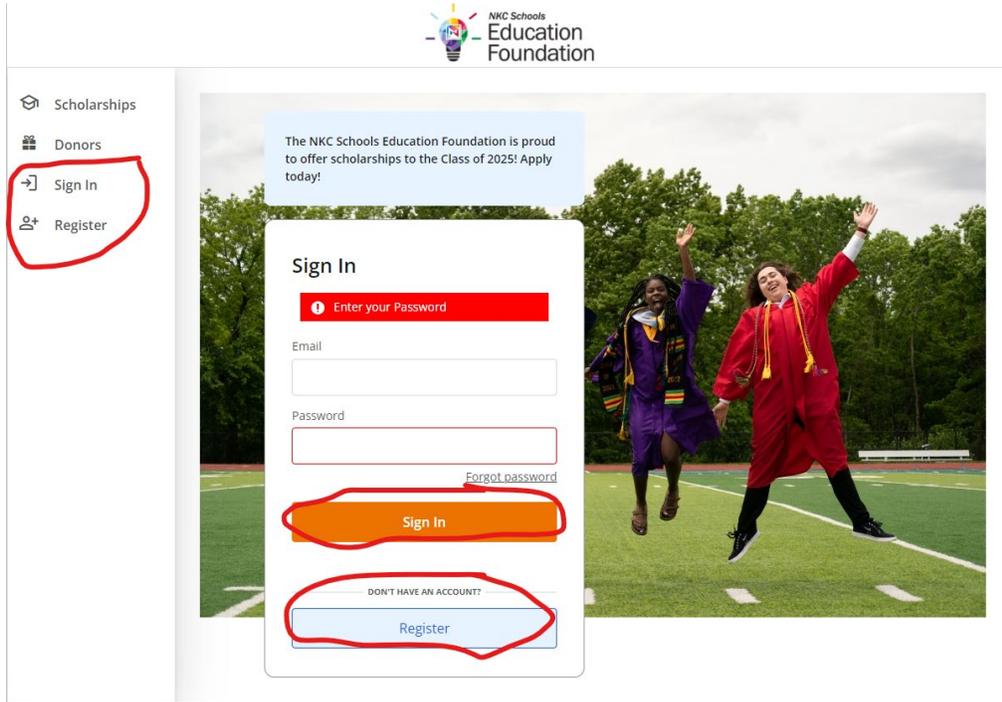
Qualifications

- ✓ High School
- ✓ Intended Major, Course of Study or Program (select all that apply)

TO LOG IN:

Register: **If you have not yet created an account, click here.** You will be directed to a registration page. Enter all required information, click the agreement box, and click the Create Account button.

Sign In: **Click here if you have already created an account.** Enter your email address and password, and click the yellow Sign In button.



The screenshot shows the 'Register' page of the NKC Schools Education Foundation. At the top, it says 'Register' and 'Already have an account? [sign in](#)'. The form includes the following fields: 'Email', 'Phone' (with a dropdown for '+1' and a field containing '201-555-0123'), 'First Name', 'Last Name', 'Password', and 'Confirm Password'. At the bottom is an orange 'Create Account' button.

Privacy and Use Policy

On this page you'll be agreeing to a few things in order to use the AwardSpring website:

- The [AwardSpring Privacy Policy](#)
- The [AwardSpring Terms of Use](#)

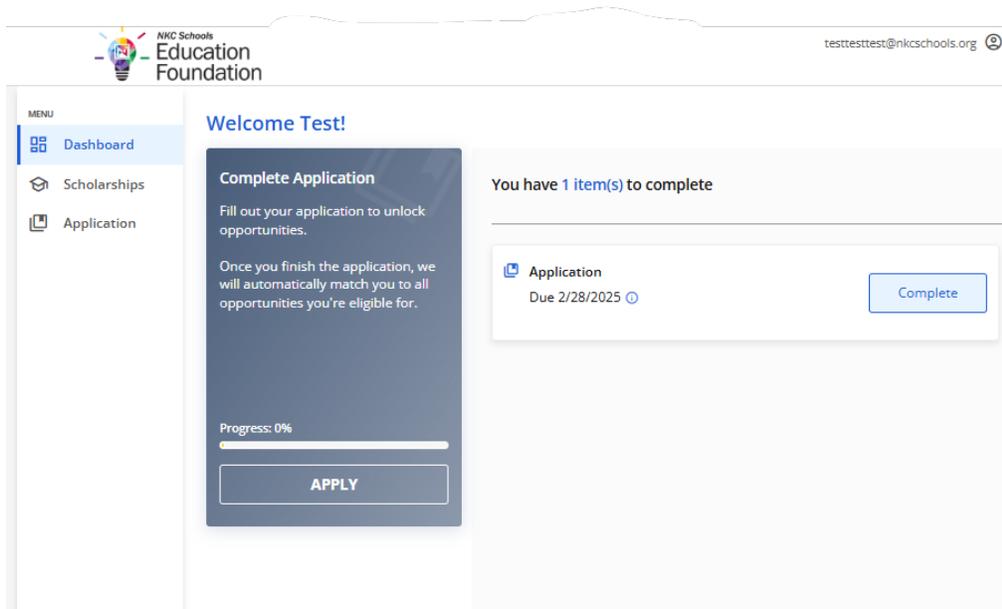
I agree to the AwardSpring Terms of Use and Privacy Policy.

Accept Agreement

Cancel

After logging in or registering, you will be directed to your Dashboard. You will see important information about your application status and additional instructions here.

Click the **Start Application** button to begin filling out your application.



The screenshot displays the user interface of the NKC Schools Education Foundation. At the top left is the logo and name. A navigation menu on the left includes 'Dashboard', 'Scholarships', and 'Application'. The main content area features a 'Welcome Test!' header. Below this is a dark blue box titled 'Complete Application' with instructions to fill out the application to unlock opportunities, a progress bar at 0%, and an 'APPLY' button. To the right, a section titled 'You have 1 item(s) to complete' lists an 'Application' with a due date of 2/28/2025 and a 'Complete' button.

The entire application has several tabs. Complete all of them to submit your application. Your progress will be saved throughout the steps.

MENU

- Dashboard
- Scholarships
- Donors
- Application**

Application for Test TestTest

Student Information <i>Completed</i>	<p>Welcome to the North Kansas City Schools Education Foundation scholarship application. To streamline the application process for 50+ scholarship applications offered by the NKCSchools Education Foundation, students will complete a general application. This application will take you through various general and academic questions to learn more about you. Please make sure you answer every question in each section. You will see an "in progress" under a section you still have questions that need to be completed.</p> <p>Once the general application is submitted, you will be automatically matched with any scholarships you meet the criteria for. You may have scholarships that had additional requirements on your Dashboard. You will want to complete those requirements before the established deadline for each scholarship.</p> <p>Note: Individual scholarship committees and reviewers may not use all of the information included in the general application when selecting awardees.</p> <p>You will receive a confirmation email once you have submitted your general application.</p>
Parent/Guardian & Financial Information <i>Completed</i>	
Student Academic Information <i>Completed</i>	
Student Activities <i>Completed</i>	
Student Statements <i>Completed</i>	
Student Certification <i>Completed</i>	

Completing all tabs of your application will enable you to click the **Submit Application** button in the lower right corner. Click it to submit your application.

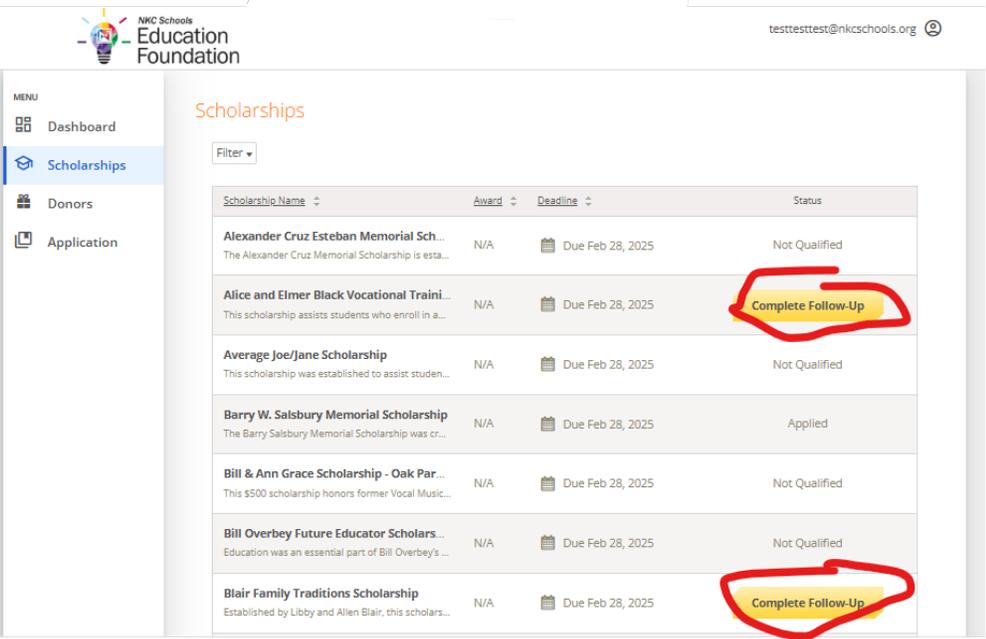
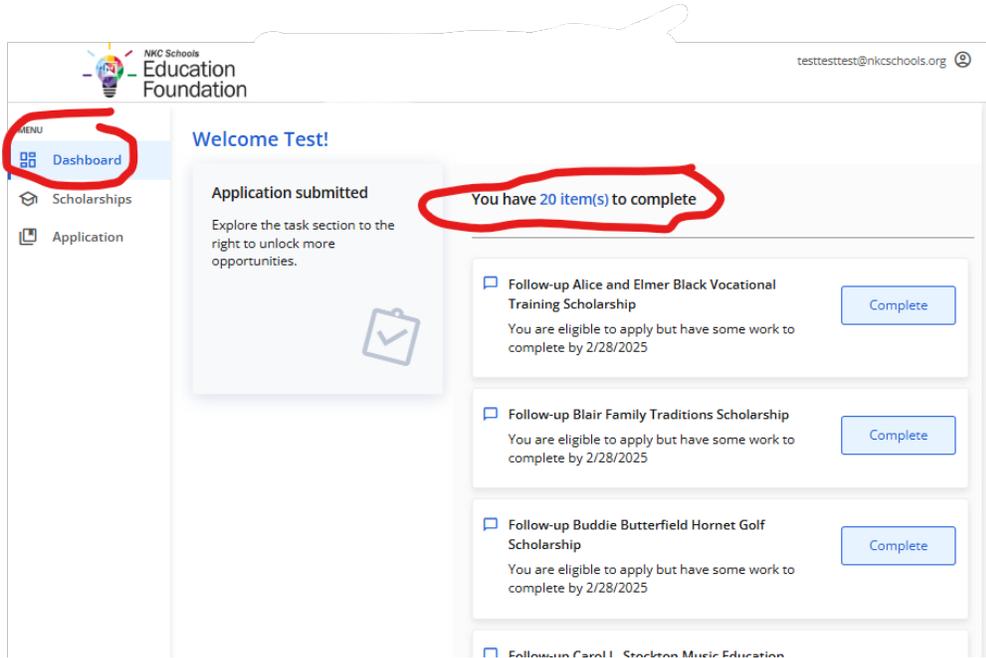
MENU

- Dashboard
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Application for Test TestTest

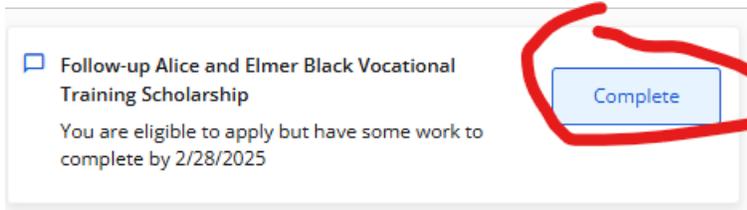
Student Information <i>Completed</i>	<p>I am certifying that the information provided in the Universal Scholarship Application is true and accurate. I agree to submit this information to the NKCSchools Education Foundation. Some or all of the above information may be shared with the respective review committees for any scholarships to which I apply. I also understand that I must complete each scholarship opportunity's supplemental application requirements. These can be found at www.nkcschoolsfoundation.org.</p> <p>Student Electronic Signature (full name): <input type="text" value="Student Name Here"/> 7 word(s) left</p> <p>Today's Date <input type="text" value="10/31/2024"/> <input type="button" value="Calendar"/></p> <p>Submit Application</p>
Parent/Guardian & Financial Information <i>Completed</i>	
Student Academic Information <i>Completed</i>	
Student Activities <i>Completed</i>	
Student Statements <i>Completed</i>	
Student Certification <i>Completed</i>	

You will be directed back to your **Dashboard**. After submitting your initial application, you will be **automatically matched** to any scholarships you qualify for based on your responses. Most of these scholarships will require some follow-up information.

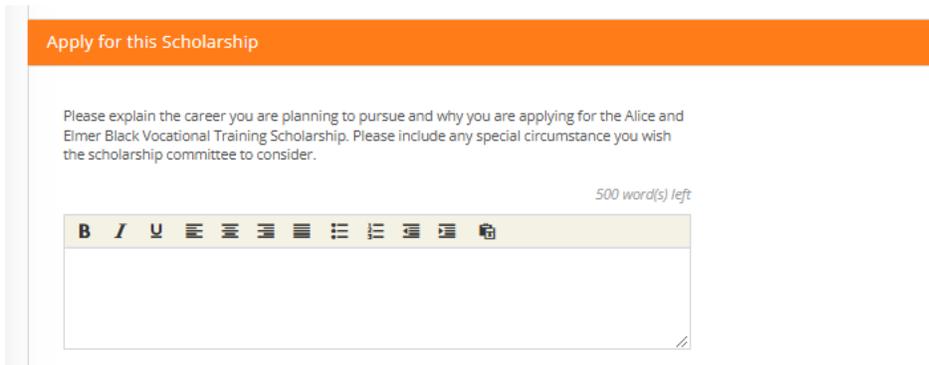


You can see Follow-Up Items you need to complete to submit all applications on your **Dashboard** or the **Scholarship** tab.

In this example, the applicant qualifies for the Alice & Elmer Black Vocational Training scholarship, but additional follow-up information is required to apply for them. The applicant needs to click the **Complete** button to provide the required responses and/or documentation.



In this example, the applicant needs to respond to an essay question.



You may see an embedded **External Request form** that requests information from a third party (i.e., an instructor's recommendation letter). This tool allows you to send a request for a letter of recommendation via email. An application may contain more than one **External Request form**.

Some External Request forms specifically outline the type of recommender (specific teacher, coach, etc.) to complete the form. **Please read all instructions carefully.**

Application

General Information
Completed

Academic Information
Completed

Financial Information
Completed

Qualification Questions
Completed

Are you working for a 501(c)(4) or 501(c)(6) organization?

Yes

No

Please use the form below to request a letter of recommendation from an instructor.

Requested on May 16, 2019
Jean-Luc Picard
trichards@awardspring.com
Status: Completed *Submitted on: May 16, 2019*

SpringSquad University studentexample@awardspring.com

Dashboard

Scholarships

Donors

Application

Application

General Information
Completed

Academic Information
Completed

Financial Information
Completed

Qualification Questions
Completed

Are you working for a 501(c)(4) or 501(c)(6) organization?

Yes

No

Please use the form below to request a letter of recommendation from an instructor.

Requested on May 16, 2019
Jean-Luc Picard
trichards@awardspring.com
Status: Completed *Submitted on: May 16, 2019*

Previous Step
Next Step
Submit Application

After completing all follow-up items for the scholarship, including External Request forms, click the **Submit Application** button to submit your application.

Proceed through all Follow-Up items for all scholarships listed on your Scholarship page or Dashboard. (Example page below of a Dashboard where all applications have been submitted)

SpringSquad University studentexample@awardspring.com

Dashboard

Scholarships

Donors

Application

Welcome, Traci

You did it!
Nothing left to complete. Way to go!

0 Items requiring completion

You are all set! Good luck!

Questions? Contact (816) 321-5550 or email foundation@nkcschools.org

