

To apply for scholarships, you should first have a JJC Student Identification number. This number is issued to you when you complete a JJC student application form. This can be found at www.jjc.edu/admissions

Consider these documents on our website:

- Review the **Frequently Asked Questions**.
- Review the **Completing Essay Questions** document for tips on answering questions.
- *Prepare* all documents you will need to upload or copy to your application

Steps to applying for scholarships:

- At www.jjc.edu/scholarships, click on the link <https://joliet.awardspring.com/>
- Click on "Register" if you are applying for the first time or login with you JJC email address if you have applied previously.
- Begin your application 24-48 hours after receiving your student ID number.
- You will see five tabs along the left side of the application: "**General Information**", "**Academic Information**", "**Financial Information**", "**Qualification Questions**" and "**Free Form Questions**"
 - Answer all questions on all tabs as they appear.
 - Be sure all information is accurate.
 - You may update/complete your application until the application deadline.

Please note: On the "Free Form Questions" tab

- See **Completing Essay Questions** on our website - you will answer three Free Form Questions. These questions will ask about your current educational and career plans, your school and community participation, and any extenuating financial circumstances.
- Word count is indicated for each question.

When you have completed all tabs, the SUBMIT button will be highlighted; you must click on it to submit your application. If you are not ready to submit your application, log out (drop-down button next to your name at the top right) and finish another time.

Once submitted, you will see two headings:

- "Applied Scholarships" shows scholarships that were automatically applied for by the system based on your criteria. You can click on the scholarship name for further details.
- "Items requiring completion" are scholarships that you qualify for, but require additional information, such as uploaded documents or answer to additional questions.