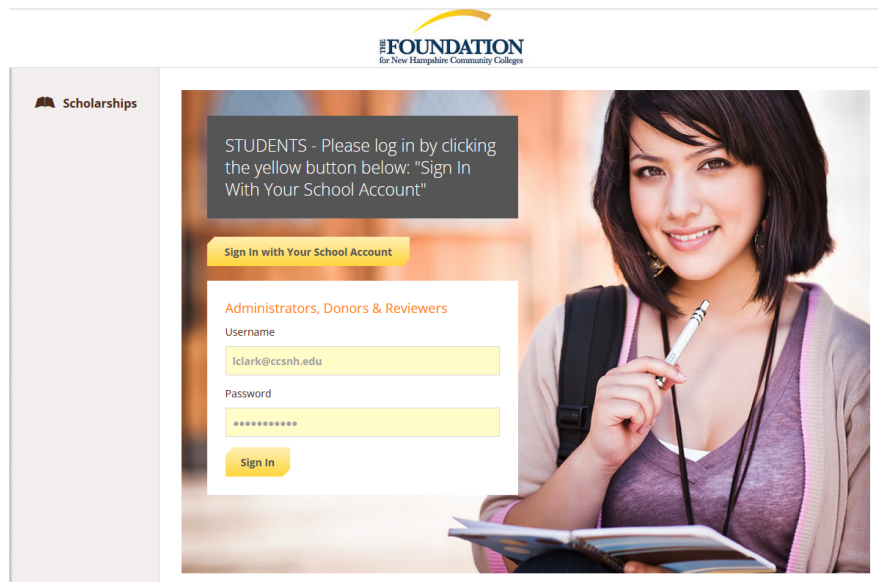




## Navigating AwardSpring

This guide will walk you through the process of applying for scholarships managed by The Foundation for New Hampshire Community Colleges.

1. Start by navigating to [ccsnh.awardspring.com](https://ccsnh.awardspring.com).



You can find a list of scholarships and their respective deadlines by clicking on the **Scholarships** button on the left-hand menu.

Scholarships

Scholarships

57 Scholarships

Search Scholarships

Scholarship Name	Award	Deadline
<b>NHTI David Scott Turner Memorial Scholarship</b> David Scott Turner was a 1988 graduate of the NHTI Paramedic Eme...	\$750.00	Due December 15, 2021
<b>NHTI Rachel Lanzo Higgins Scholarship Fund</b> The Rachel Lanzo Higgins Scholarship Fund will provide scholarship ...	\$500.00	Due December 15, 2021
<b>NHTI Donna Lawrence Laney Memorial Scholarship</b> This is a scholarship for NHTI Nursing Students.	\$365.00	Due December 19, 2021
<b>NHTI Elizabeth "Betsy" Antonucci Memorial Scholarshi...</b> This scholarship was established in 2014 by Bruce R. Courtney in me...	\$1,250.00	Due December 19, 2021

Click on a scholarship for additional information.

The screenshot shows the website header with the logo "THE FOUNDATION for New Hampshire Community Colleges". A left sidebar contains a "Scholarships" link. The main content area is titled "Scholarships" and "NHTI David Scott Turner Memorial Scholarship". It features two columns: "Overview" and "Quick Facts". The "Overview" section describes the scholarship's history and purpose. The "Quick Facts" section includes a calendar icon for the deadline "Apply by Dec 15, 2021" and a trophy icon for the amount "\$750.00". Below these is a "Qualifications" section with two bullet points: "Applicant must be enrolled at NHTI-Concord's Community College." and "Applicant must be enrolled in the Paramedic Emergency Medicine program."

2. To apply for scholarships, log into AwardSpring using your CCSNH EasyLogin (SIS) email and password. Click the **Start Application** button to complete the general application.

The screenshot shows the AwardSpring dashboard. The header includes the logo and the email "lclark@ad.ccsnh.edu". A left sidebar has links for "Dashboard", "Scholarships", and "Application". The main area says "Welcome, Lisa" and shows a progress bar at "0% COMPLETE" with a "Start Application" button. To the right, a yellow box states "1 Item requiring completion".

Several tabs make up the application.

The screenshot shows the application form titled "Application for L". A left sidebar has links for "Dashboard", "Scholarships", and "Application". The main area is divided into two columns. The left column contains a list of sections: "General Information" (In Progress), "Academic Information" (Completed), "Financial Information" (Completed), "Qualification Questions" (Completed), and "Certification & Publicity Release" (Completed). The right column contains form fields: "High School Attended" (a dropdown menu), "County of residence" (a list of checkboxes for Belknap, Carroll, Grafton, Sullivan, Other, and Office Use Only).

The application may include **Qualification Questions**, which require information from a third party (i.e., a letter of recommendation from an instructor).

Complete the requested information and click the **Send Request** button. The recommender will receive an email and provide the requested information directly in AwardSpring.

The request will sit in a pending state until the recommender completes it.

Financial Information  
*Completed*

Qualification Questions  
*In Progress*

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

Recipient First Name

Recipient Last Name

Recipient Email

Message to Recipient

**B** *I* U

I am applying for scholarships through SpringSquad University. This award requires a letter of recommendation which will help the award committee review and score my application. Thank you in advance for your assistance.

**Send Request**

- Once all tabs are marked complete, click the **Submit Application** button in the lower right corner.

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**


You will return to your **Dashboard**. To view the number of scholarships you are eligible for or have applied to, click on the **Scholarships** button.


## Scholarships


Filter 


Scholarship Name 	Award 	Deadline 	Status
<b>Arts Scholarship</b> For students pursuing careers in the arts.	N/A	 Due May 16, 2019	Applied
<b>The FC Barcelona Football Scholarship</b> This scholarship is intended for a skilled footballer who wishes to j...	N/A	 Due May 16, 2019	Applied

Return to the **Dashboard**. You may be eligible for scholarships that require additional information. In the example below, the applicant qualifies for the Academic Scholarship, but follow-up information is needed. To provide the necessary responses and documentation, click the **Complete Follow-Up** button.

 **Dashboard**

 **Scholarships**

 **Donors**

 **Application**

Welcome, Traci


You have some follow-up work to do.  
Click "Complete Follow-Up" in the boxes below.


1 Item requiring completion


Follow-Ups

Academic Scholarship  
You are eligible to apply but have some work to complete by 9/10/2021.  
**Complete Follow-Up**

- After completing the Follow-Up item(s), click the **Submit Application** button. Continue this process until you have completed all Follow-Up items for the scholarships listed.

 **Scholarships**

 **Donors**

 **Application**

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

0 Items requiring completion

- That's it! Scholarships are generally reviewed and awarded within three weeks of the application deadline. You will receive an email if you receive a scholarship. Return to the dashboard at any time to check on the status of your application(s).

**If you have any questions, please contact Lisa Clark at [lclark@ccsnh.edu](mailto:lclark@ccsnh.edu).**