O'Brate Foundation
Traditional College Scholarship

Deadline: May 1, 2021

« Eligibility Criteria: »

- » Financial Need
- » Age 17 to 25
- » 2.5 GPA or Higher
- » Kansas High School Diploma or Equivalent
- » Full-Time Enrollment at an Accredited Institution of Higher Education
- » Work Experience & Continued Commitment to Work
- » Drive & Determination to Succeed

To Get Started Go To:

https://obrate.smapply.org/

1 **Personal Information:** Complete basic demographic questions in the Personal Information Document. Then, in order to trigger the remaining application tasks, click **MARK AS COMPLETE**. *(NO ACCESS CODE needed for new applicants)*

2 **Application:** Answer a few questions, enter high school & college information (include applicable GPA's), write a 200-1000 word essay, share work history, list community/school involvement & activities.

3 **Recommendations:** Choose TWO adult references **(employer, teacher, school counselor, pastor, etc.).** Enter the recommender's first & last name, email address & association to you. An email request will then be sent to the specified individual. *See Page 2 for Details*

4 **High School/College Transcript Request:** Request OFFICIAL transcripts, then check "Yes, My Transcripts Have Been Requested." *See Page 2 for Details*

5 **FAFSA:** Attach a PDF version of your FAFSA (SAR) Student Aid Report. Students who are ineligible for FAFSA may upload parent's/guardian's most recent year's tax return or W-2 forms to serve as proof of income. *See Page 2 for Details*

6 **Tax Return:** Attach a PDF version of your parent's prior year Tax Return (same return used to enter FAFSA). Students who are considered INDEPENDENT on the FAFSA may upload their tax return. If the previous year's tax return is not available, then the current year return is acceptable.

7 **Authorization to Release Tax Return Information:** A link to this form is available under the application task-line. This form should be **PRINTED, COMPLETED** by the **taxpayer (parent/guardian)**, scanned as a PDF document and uploaded to the application task-line.

8 **SUBMIT:** Once the two Recommendation Forms and all other task-lines show as **COMPLETE**, click the **SUBMIT FULL APPLICATION** button before Friday, May 1, 2020 at 11:59 p.m. CST.
« *PLEASE NOTE: We DO NOT grant Deadline Extensions.* »

Helpful Hints

≪ New User: ≫

If this is your first time to visit this site & you have never received other assistance through the O'Brate Foundation, then please follow the steps below to create an account:

» Go to https://obrate.smapply.org/
» Click **Register,** then complete validation.
» Access App w/ Existing User Directions

Please use a **PERSONAL EMAIL ACCOUNT** in lieu of a high school or USD account.

≪ Existing User: ≫

If you have created an account before, or received a Dual-Credit Scholarship or Immediate Needs Assistance, then please follow the steps below to start the regular application:

» Go to https://obrate.smapply.org/
» Enter **Email & Password,** click **Log In**
» Click **Programs** *(upper-right corner)*
» Click **Traditional College Scholarship > More**
» Click **Apply**

Transcripts

Transcripts must be OFFICIAL (signed by the appropriate school official) & submitted **DIRECTLY FROM THE HIGH SCHOOL/COLLEGE** to the **O'BRATE FOUNDATION**

Send an Official Transcript

Fax:
» » » 1-877-511-3057
Mail:
» » » PO Box 1271, Garden City, KS 67846
Professional Transcript Service
(Parchment, National Student Clearinghouse, etc.)**:**
» » » jayre@obratefoundation.org

PLEASE NOTE: We DO NOT Accept transcripts from students, parents/guardians or via e-mail.

Know What Transcript(s) to Send:

High School Senior:
» » » HS Transcript
College Freshmen:
» » » BOTH HS & College Transcripts
College Sophomore-Graduate:
» » » College Transcript(s)

Once you have requested that your Official Transcript(s) be sent, select **"Yes, my transcript has been requested"** in order to COMPLETE the Transcript Task-Line of the App.

FAFSA

The **2021-2022 FAFSA** should be available in October 2020 and is to be completed using 2019 Tax Return information. The **SAR (Student Aid Report)** is available once the FAFSA has been submitted and accepted, which is generally 3 to 5 days.

Save the SAR as a PDF File

» Log in to **www.fafsa.ed.gov**
» Click **View Processed Information**
» Choose **PDF Version**
» Save

Unable to File a FAFSA

Upload a **PDF** copy of parent's/guardian's **2019 Tax Return**

We appreciate **COMPLETE Student Aid Reports.** Therefore, if there are errors or issues that need to be resolved, please correct those prior to uploading the FAFSA SAR.

Recommendations

Please inform both references that they will receive **an email** with **a link** to the **O'Brate Foundation Recommendation Questionnaire.**

The Recommendation Form Task-Lines will show as COMPLETE once the recommender has completed & submitted the form.

PLEASE NOTE: The responses on the Recommendation Forms are hidden from the applicant.

Troubleshooting E-mail Issues

» **No Upload Link Email:** If the Recommenders have not received an e-mail, then they should check their SPAM folder.

» **Still No Upload Link Email:** If 24 hours have passed and the Recommenders have still not received an e-mail, then the student should try resending the request and/or change the recommender and/or the recommender's email.

PDF Tips

Turn Phone Pics into PDF's w/ an App!
Examples
» TurboScan
» Adobe Scan

Turn Multiple Pages/Pic Files into a PDF!
Tools Needed
» Snipping Tool
» Microsoft Word

Turn Paper Docs into a PDF!
Tools Needed
» Scanner