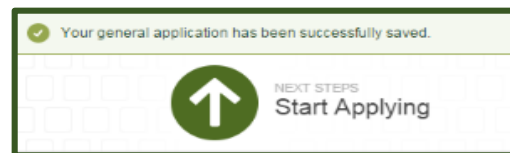




APPLICATION INSTRUCTIONS

1. Sign –In using your PGCC Owl Link username and password.
2. Complete the General Application (name, student ID, address, etc.).
3. List academic honors or awards received and major college extracurricular and community service activities in which you have been involved.
4. Provide a concise statement (200–300 words) explaining why you should be selected as a recipient of the scholarship you are seeking and what you expect to achieve from your professional and educational goals at Prince George's Community College.
5. Upload two recommendation letters (required). You will be unable to submit your application without both recommendation letters.
6. Check the acknowledgement and date your application. Click Finish and Submit.
7. You will now be able to view additional scholarship opportunities. Click the **Green Arrow** to start applying for any recommended opportunities.
8. Only online applications submitted through Academic Works will be accepted. Incomplete applications will not be accepted. It is the applicant's responsibility to review the application for completeness and errors, and to ensure that it adheres to all instructions.
9. Applicants are responsible for submitting all required sections and documents prior to the deadline. All file uploads must be in either MS Word or Adobe PDF format and saved as '.doc' or '.pdf' files.



OTHER INFORMATION

Required Documents

You may need the following documents to complete your scholarship application:

- Student ID Number
- 200 - 300 word essay on why you deserve the scholarship
- Awards and Honors Statement
- Community Service Descriptions
- Two (2) Recommendation Letters

Supplemental Documents

You may need the following documents to complete your scholarship application:

- Resume/Career Portfolio
- Additional Recommendation Letters
- Personal Budget
- Special Topic Essay

Browser Settings

The online scholarship system works with Chrome, Internet Explorer, Mozilla Firefox and Safari. The site is also accessible from your smart phone.

Technical Questions

If you are experiencing technical difficulties with the site or have general questions concerning using the online system, email scholarships@pgcc.edu

Financial Aid Questions

For questions concerning your financial aid status, FAFSA, etc., please email the Financial Aid Office at finaid@pgcc.edu