

<https://govst.scholarshipuniverse.com/>

Login issues?

1. User name is same credential as you use to log-into Blackboard
 - a. DO NOT USE your full email address
2. If still receiving an error:
 - a. Clear your browsing history
 - b. Clear your browser Cache

HIGHEST PRIORITY: ANSWER MATCHING QUESTIONS

If you don't answer questions, you will NOT match to scholarships.

If you answer questions NOW, you will be set for once any new scholarships are posted / made active in the system.

Once your profile is created, you will receive a weekly email updating you on your matches, deadlines & actions needed.

ANSWER MATCHING QUESTIONS & CHECK EXISTING ANSWERS From your dashboard there are multiple ways to answer additional questions

- Click on the grey box at the top that says you still have outstanding questions

- **We recommend you answer 100 questions to have the best chance at matching to all the available GSU Foundation scholarships.**
- **DO NOT ANSWER N/A unless the question is ABSOLUTELY not applicable.**
 - Answering N/A can lead to an incorrect “non-match”
- Each question is used to match you to different eligibility options

<https://govst.scholarshipuniverse.com/>

- Your answers determine which you are a match or non-match.

- Click on Questions on the left-hand navigation menu

The screenshot displays the Scholarship Universe interface. On the left, a navigation menu lists 'Dashboard', 'Questions', 'Scholarship', 'Applications', 'Awards', 'My Docs', and 'Feedback'. A red arrow points to the 'Questions' option. The main dashboard area features a dark header with the 'ScholarshipUniverse' logo, a search bar, and the user's name 'Lauren H'. Below the header, a notification box states: 'You still have outstanding questions that may qualify you for more opportunities! Click here to continue answering more matching questions.' The dashboard is divided into several sections: a user profile for 'Lauren Healy', a 'Scholarship Opportunities' section showing '1189 Open & Future Scholarships' worth '\$1,385,837', and an 'Actions Required' section. The 'Actions Required' section includes a table with columns for 'Action Items', 'All Types', and 'Next Two Weeks'. A specific alert is shown: 'Matched Scholarships Expiring 18 Scholarships' with a 'Deadline: Today' and a 'Take Action' button.

- Once you are in the **questions section** call your attention to the box that says: Answer more questions at top right

<https://govst.scholarshipuniverse.com/>

- You can Edit any answer where there is a pencil

ScholarshipUniverse

Search Scholarships... Q Lauren Hea

Dashboard Questions Scholarships Applications Awards My Docs Feedback

Matching Questions and Answers

Answer More Questions **Matches 176** **Opportunity \$193,572**

Question	Answer(s)	Last Answered	Edit
Are either of your parents a veteran or active duty member of the United States Armed Forces?	Yes	4/30/2021	
Are you a dependent child of an active duty, retired, or deceased member of the United States Armed Forces?	Yes	3/16/2021	
Are you the spouse of an active duty, retired, or deceased member of the United States Armed Forces?	Yes	3/16/2021	
At the end of this semester how many credits will you have completed at GSU?	24	3/17/2021	
Do you have an interest in studying abroad?	Yes	7/1/2021	
Do you have financial need?	Yes	3/12/2021	
Have you completed the Free Application for Federal Student Aid (FAFSA) for this current academic year?	Yes	3/12/2021	
Are any of your family members currently employed by any of the following companies?	N/A	3/16/2021	
Are you currently employed by any of the following companies?	N/A	3/16/2021	
What is your current graduate school GPA?	N/A	3/12/2021	

1 2 3 4 5 6 10 items per page 1 - 10 of 59 items

- We recommend you answer 100 questions to have the best chance at matching to all the available GSU Foundation scholarships.
- DO NOT ANSWER N/A unless the question is ABSOLUTELY not applicable.**
 - Answering N/A can lead to an incorrect “non-match”
- Each question is used to match you to different eligibility options
 - Your answers determine which you are a match or non-match.
- Check bottom right hand side to see how many questions you have answered

<https://govst.scholarshipuniverse.com/>

- You can adjust number of items per page

Matching Questions and Answers

Question	Answer(s)	Last Answered	Edit
Are either of your parents a veteran or active duty member of the United States Armed Forces?	Yes	4/30/2021	
Are you a dependent child of an active duty, retired, or deceased member of the United States Armed Forces?	Yes	3/16/2021	
Are you the spouse of an active duty, retired, or deceased member of the United States Armed Forces?	Yes	3/16/2021	
At the end of this semester how many credits will you have completed at GSU?	24	3/17/2021	
Do you have an interest in studying abroad?	Yes	7/1/2021	
Do you have financial need?	Yes	3/12/2021	
Have you completed the Free Application for Federal Student Aid (FAFSA) for this current academic year?	Yes	3/12/2021	
Are any of your family members currently employed by any of the following companies?	N/A	3/16/2021	
Are you currently employed by any of the following companies?	N/A	3/16/2021	
What is your current graduate school GPA?	N/A	3/12/2021	

10 items per page | 1 - 10 of 59 items

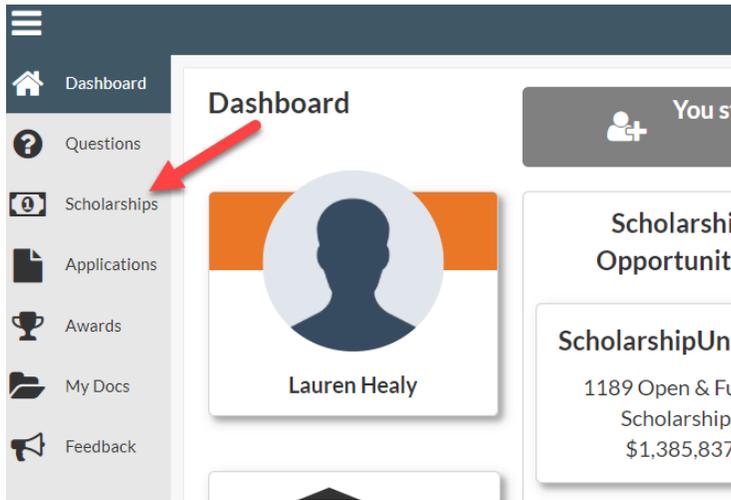
Image above shows viewing 1-10 of 59 items

- Adjust number of items per page

FIND YOUR PARTIAL MATCHES

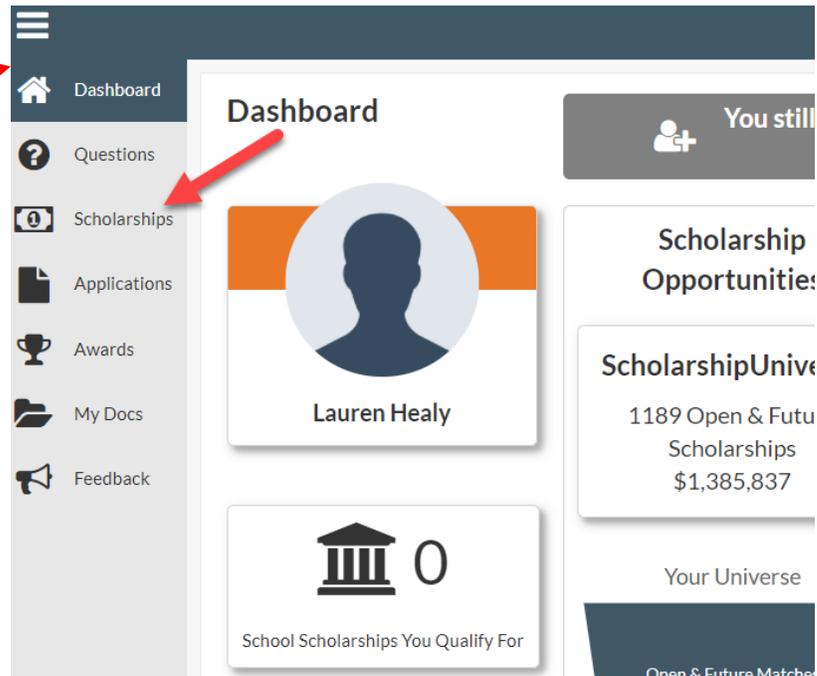
Partial matches will help you find additional opportunities that you might match to, but haven't answered a matching question yet for one of the criteria.

<https://govst.scholarshipuniverse.com/>



- Click on Scholarships on the far left hand navigation.

Click the hamburger menu icon at far top right to show words if they aren't showing



PARTIAL MATCHES CON'T

- Once you are in the Scholarships View page, there are multiple “tabs” that you can click
- Matches will always be the default view, in order to match to more opportunities;
- Click on “Partial Matches”
- Then check the Scholarships that have the building icon and Organization: GSU Foundation

<https://govst.scholarshipuniverse.com/>

- Click on view button

The screenshot shows the Scholarship Universe dashboard. The 'Scholarships' tab is active, displaying a list of scholarships. The first scholarship listed is the 'Herbert H. and Monica B. Allen STEM Scholarship' with an amount of 500, organized by the GSU Foundation, and an application period from 6/30/2021 to 7/18/2021. A red arrow points to the 'View' button for this scholarship. Below it is the 'National Guard Educational Foundation (NGEF): Van Hipp Hero Scholarship' with an amount of \$4,000, organized by External Scholarship, and an application period from 1/1/2021 to 7/1/2021.

- Once you are viewing the details of that particular scholarship, scroll to the middle section with the yellow exclamation point next to Partial Match
- Below that will be the Matching questions and any question that does not have a green check mark needs to be updated or answered.
- Click on the pencil icon to answer the question, then click on the return button once you have answered.

REQUEST LETTERS OF RECOMMENDATION NOW!

You can request letters of recommendation (through the Scholarship Universe software) at any time, and have them automatically saved to your profile for use when you apply.

2 different ways to request:

The screenshot shows the details for the 'Herbert H. and Monica B. Allen STEM Scholarship'. It includes the open date (06/30/2021), deadline (07/18/2021), renewal type (None), amount (500), organization (GSU Foundation), and status (Open). A description states that the scholarship was established to provide financial assistance to African-American students. The 'Matching Requirements' section shows a 'Partial Match' status. Below this is a table of questions:

Question	Answer Must Be...	Your Answer...	
What is your cumulative GPA?	Greater Than Or Equal To 3	3.500	
What ethnicity do you identify yourself as?	Equal To Black or African American	No Answer	

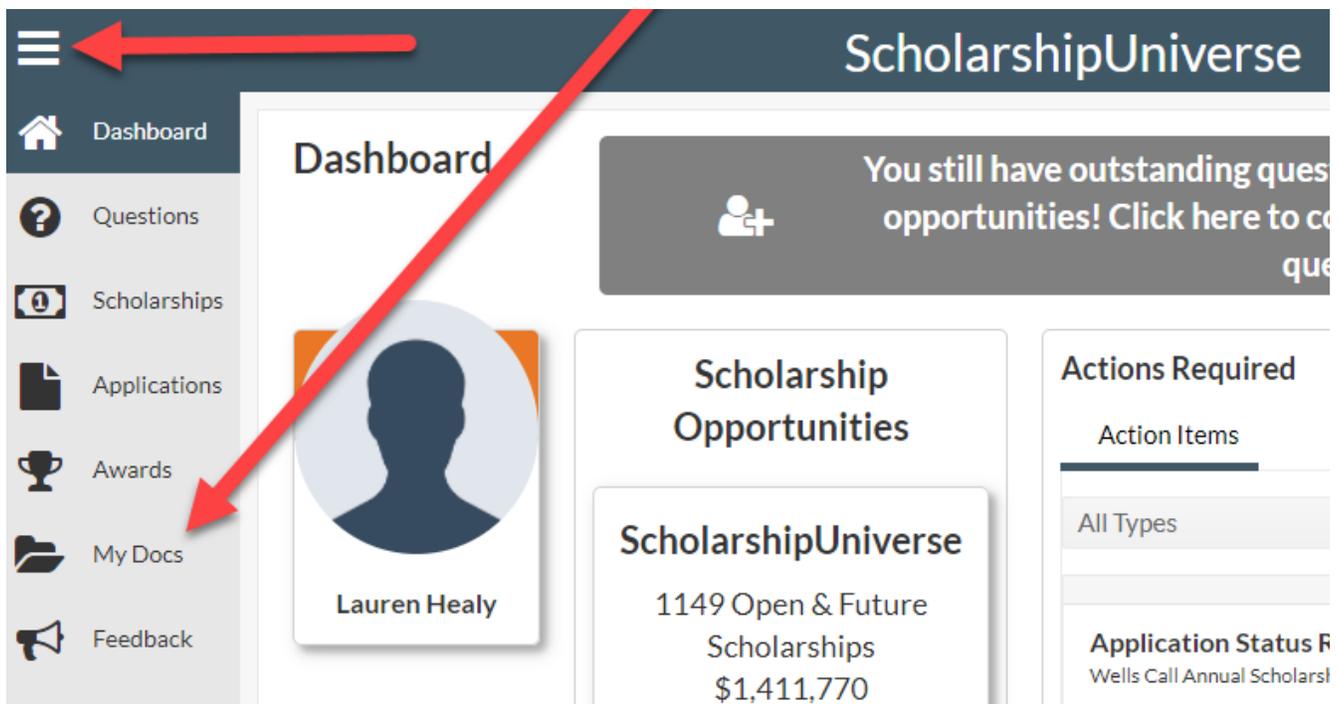
Below the table, a list of eligible majors is provided: Any Of These GR Analytical Chemistry; UG Chemistry; UG Chemistry - Teacher Education; GR Accounting; UG Accounting; GR Business Analytics; GR Human Resource Management; GR Management Information Systems; UG Management Info.

<https://govst.scholarshipuniverse.com/>

- 1) Via My Docs (can do at any time)
- 2) Within the application (can only do once applications are opened)

How to request recommendation letters NOW via My Docs

- From Dashboard click on My Docs on left-hand navigation
- If words aren't showing click the three horizontal lines (hamburger menu)



LETTERS OF RECCOMENDATION CON'T

<https://govst.scholarshipuniverse.com/>

- Click Add

My Documents

Active (4) Inactive (0)

Name	Document Type	Last Modified	Edit	Delete
Letter of Recommendation from Mrs. Healy	Recommendation Letter	7/3/2021		
Letter of Recommendation from Lauren Healy	Recommendation Letter	5/25/2021		
Letter of Recommendation from Lauren E Healy	Recommendation Letter	5/25/2021		
Letter of Recommendation from veronica blair	Recommendation Letter	3/12/2021		

1 - 4 of 4 items

- A pop-up window will open up, you will be asked to name the document.
- 2 ways to keep track:
 - 1) by individual you are requesting from
 - 2) by scholarship you are requesting the letter for
- Document Type drop down = recommendation letter

Add Document

File Name:
scholarship name or individual recommendat

Document Type:
Recommendation Letter

Request

Cancel

You can add any type of documents to save to your profile in this area as well:

<https://govst.scholarshipuniverse.com/>

- Acceptance Letter
- Application
- Audio
- Biography
- Budget
- Curriculum Vitae
- Employment Info
- Essay
- Financial
- Image
- Link
- Memberships
- Other
- Personal Statement
- Recommendation Letter
- Transcript
- Video
- Work Sample

Currently, (as of the date of this document) the GSU Foundation does not require any of the above documents beyond Acceptance Letters and Recommendation Letters

ADDITIONAL GENERAL INFORMATION:

Applications and Essays are all completed through the Scholarship Universe online software.

No uploads of essays, letters of recommendation or applications are accepted.

No email submissions of essays, letters of recommendations or applications are accepted.

GSU Foundation Scholarship Application Periods:

Dates are estimates, please allow for a 5 business day flex.

SUMMER: February 1st – March 15th

FALL: March 1st – May 15th

SPRING: October 1st – November 15th

Questions:

708.534.4128

foundationscholarships@govst.edu

*Please allow 24 business hours for a response.

Thank you, GSU Foundation Scholarships Office