

How to Apply for a CCC Scholarship

Scholarships are a great way to fund your education. The process is not complicated, but you will want to make sure to set aside at least 2-3 hours to finish the process. This time is well worth it, since a well-done application may result in an award that covers a meaningful amount of the cost of your education. This document will walk you through that process step-by-step.

1) First, you have to create your account.

Begin by navigating to: <https://corningcc.awardspring.com/>

Award Spring is the web-based software product that the Corning Community College Development Foundation uses to process applications.

A screenshot of the Awardspring website interface. On the left is a navigation sidebar with three items: "Scholarships" with a house icon, "Sign In" with a right-pointing arrow icon, and "Register" with a person icon. The main content area has a white background. At the top left of this area is a dark grey box with white text: "Contact foundation@corning-cc.edu or 607-962-9458 with any questions. Completion deadline of MAY 31." Below this is a "Sign In" section with two input fields for "Email" and "Password", a "Forgot password" link, and a yellow "Sign In" button. Below that is a "Don't have an account?" section with a yellow "Register" button. On the right side of the main content area is a photograph of two graduates in black caps and gowns, one male and one female, looking towards the right.

From this screen, click the Register button unless you have applied in a previous year. If you have applied before, use your credentials to login or use the Forgot Password link to reset.

That should bring you to the following screen:



Register Already have an account? [Sign in](#)

Email

Phone

First Name

Last Name

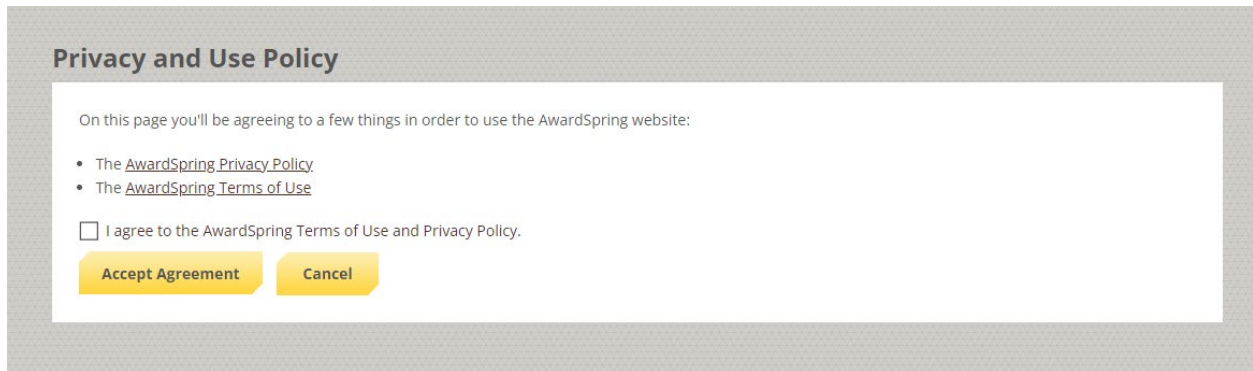
Password

Confirm Password

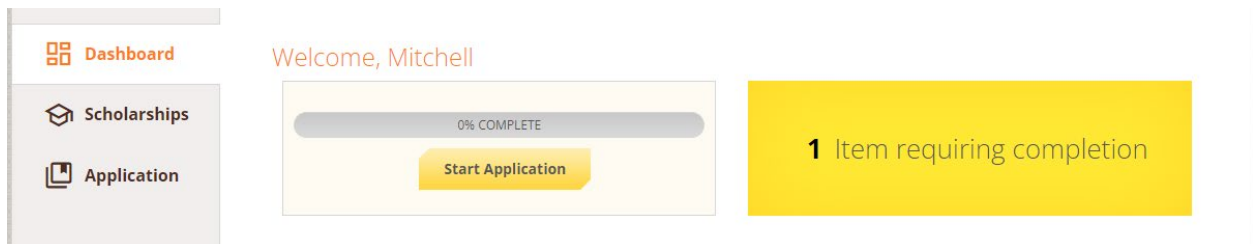
Create Account

Please use the email address you check most frequently and a phone number at which you can be reached. When you click Create Account, you should get a notification and an email sent to the address you provided. *Please note that AwardSpring Confirmation email may be marked as a potential phishing email, but the corningcc@mail.awardspring.com address is legitimate and you should mark "Safe" so that future communications can be sent through the system.*

2) When setting up a new account you will need to review the AwardSpring Privacy and Usage Policy by clicking the links. Then click the check box and click “Accept Agreement” to continue.

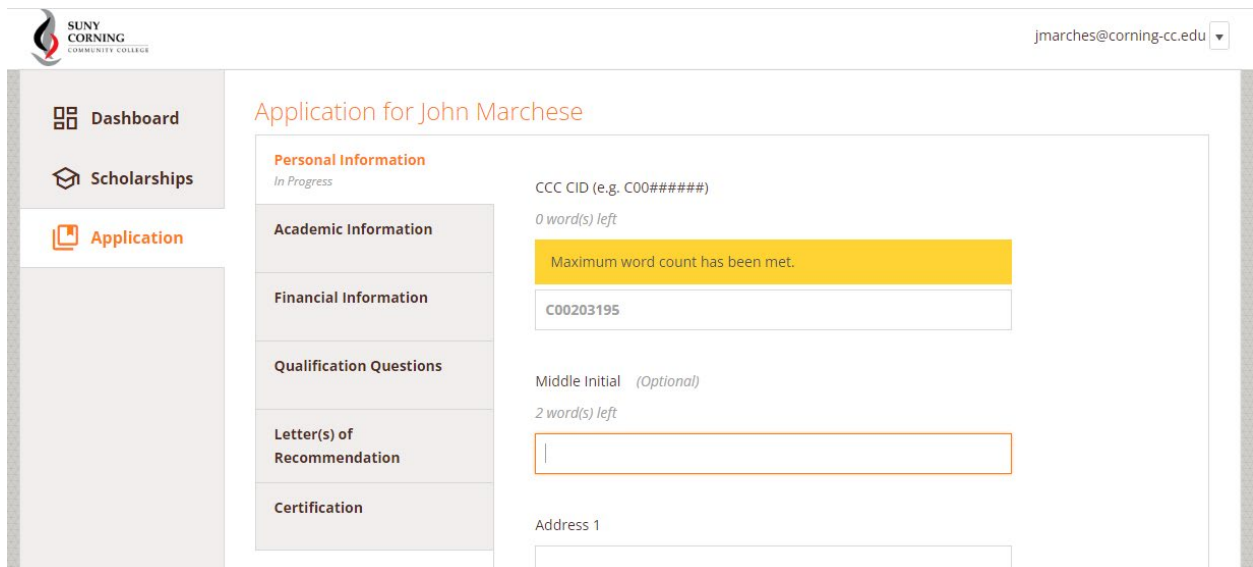


This will take you to your new Dashboard. Click Start Application to begin.



Make sure to enter your CCC ID, which should begin with the letter “C” and appears on your ID card. This is your unique identifier as a CCC student and helps to connect related information.

IF YOU DO NOT HAVE A CCC ID YET, enter N/A. Scholarships are only awarded to students registered for classes, so you should complete that process as soon as possible.



3) Please complete the Personal Information tab. Application progress saves automatically.

Elmira

Country
x United States

State
x New York

Gender
 Female
 Male
 Other
 Prefer Not to Identify

Zip Code
14905

County of Residence
x Chemung, NY

Phone Number
|

Date of Birth
(mm/dd/yyyy)

Note that you must enter both your date of birth and your current age.

Date of Birth
05/27/1976

What is your age?
46

Previous Step Next Step Submit Application

Click Next Step button to proceed to Academic Information tab.

4) Fill out Academic Information: If you do not have any completed classes at CCC – whether as a prior student or through ACE, please enter 0 (zero) for SUNY CCC GPA. Otherwise, use the cumulative GPA for the most recently completed term at CCC.

If you have not yet enrolled in classes, please consult with an enrollment adviser to estimate credits as accurately as possible, as some scholarships require a specific minimum number of credits.

SUNY CORNING COMMUNITY COLLEGE jmarshes@corning-cc.edu

Dashboard
Scholarships
Application

Application for John Marchese

- Personal Information** *Completed*
- Academic Information**
- Financial Information**
- Qualification Questions**
- Letter(s) of Recommendation**
- Certification**

Academic Information

Degree Pursuing
 Certificate
 Associate

SUNY CCC GPA

How many credit hours will you be enrolled in for the Fall semester?

Grade Status
 New in Fall semester
 Continuing in Fall semester

Do you plan to continue your education after SUNY CCC?
 Yes
 No

Describe your educational and professional goals at SUNY CCC and beyond (250 word max.)
250 word(s) left

B I U [List icons]

When answering longer questions with maximum word length, it is recommended to use at least half of the available word count in order to express your interest and provide additional information that may be valuable in selecting the best candidate for a given scholarship award. You might want to make reference to your future career, possible transfer institutions, or your current work. *You may find it easier to draft your answers in Word or Google Docs and paste them into the box.*

Describe your educational and professional goals at SUNY CCC and beyond (250 word max.)

149 word(s) left

B *I* U

My intent is to earn the A.S. in Accounting/Financial Management. With that degree, I hope to be able to obtain more skilled employment in the short-term and also plan to transfer to a 4-year college to work toward a Bachelor's Degree in Business Administration or a related field. Once I obtain the Bachelor's

High School of Graduation

* Other - Not Listed

High School Graduation/GED Date *(Optional)*

(mm/dd/yyyy)

High School Average

3.9

Have you earned a high school average of 85% or higher or a SUNY CCC cumulative GPA of 3.0 or higher?

Yes

No

SUNY CCC Program of Study

* Accounting

For High School Average, express your response using whatever grading system your high school followed (So your response could be a GPA or a percentage, for example). The following question is used to standardize this response.

When this screen is complete, click Next Step to advance to Financial Information tab.

5) Fill out the Financial Information tab. These questions are used to assess financial need, which is a factor for some scholarships:

SUNY CORNING COMMUNITY COLLEGE

jmarshes@corning-cc.edu

Dashboard

Scholarships

Application

Application for John Marchese

Personal Information
Completed

Academic Information
In Progress

Financial Information

Qualification Questions

Letter(s) of Recommendation

Certification

Are you a NYS resident with a family household adjusted gross income less than \$100,000? *(Optional)*

Yes

No

Have you filed your FAFSA for the next academic year?

Yes

No

Previous Step Next Step Submit Application

When you complete the Yes/No answers for each of these questions, click the Next Step button to advance to the Qualification Questions tab. An additional question may appear in some cases.

6) The Qualification Questions are used to qualify candidates for one or more of the available criteria related to specific awards.

For most of these questions, answering “Yes” will result in additional information requested, so please plan accordingly to be prepared with additional detail, which may include a name or specifics on high school academics and extracurricular activities, or activities in the community.

Scholarships

Application

Personal Information
Completed

Academic Information
In Progress

Financial Information
Completed

Qualification Questions

Letter(s) of Recommendation

Certification

Have either of your parents/guardians earned a college degree?

Yes
 No

Are you a relative of a CCC alumnus?

Yes
 No

Are you a child, step-child, grandchild, or step-grandchild of a NYS Trooper?

Yes
 No

Were you involved in high school academics and extracurricular activities?

Yes
 No

Are you active in your community?

Yes
 No

Tell us how learning at CCC will empower you to reach new heights (250 - 500 words).
500 word(s) left

B I U [List Icons] [Link Icon]

The last essay here is your opportunity to make your case for how being awarded a scholarship would make an impact in your life. Once again, treat this answer as an opportunity to describe your ambitions, goals, and how CCC will help you achieve them. *Longer answers generally better express interest and enthusiasm by helping the selection committee best understand how your goals align with those of the College.*

Once you complete the essay click Next Step.

7) Letters of Recommendation: You must enter at least one person’s contact information for a letter of recommendation. This should be someone who is in a good position to comment on your academic or extracurricular activities, or motivation, drive, and leadership skills. Appropriate people to ask for a recommendation might include a teacher, mentor, supervisor, coach, or activity leader.

There is default language that is sent automatically to the “Recipient” email in the “Message to recipient” box, but you are able to edit that text. It is recommended to request more than one letter so that at least one can be included with your application for review. While not strictly required, letters often set apart candidates for more competitive scholarships.

The screenshot displays the SUNY CCC scholarship application process. On the left, a sidebar menu includes 'Scholarships' and 'Application' (highlighted in orange). The main content area shows a progress bar with the following steps: 'Completed' (grey), 'Academic Information' (In Progress, grey), 'Financial Information' (Completed, grey), 'Qualification Questions' (Completed, grey), 'Letter(s) of Recommendation' (highlighted in orange), and 'Certification' (grey). The 'Letter(s) of Recommendation' section contains the following text and form elements:

Students who are applying for SUNY CCC scholarships are encouraged to obtain at least one letter of recommendation from a non-family member who can testify to their ability and skills to succeed, as well as any personal or academic accomplishments.

Students should contact the recommender in advance to obtain a valid email address and make him/her aware of the request before sending it. Students should also monitor their scholarship application and follow-up with a recommender if a letter has not been submitted on their behalf by May 31.

Recipient First Name

Recipient Last Name

Recipient Email

Message to Recipient

B I U [List icons] [Link icon]

I am applying for scholarships at SUNY Corning Community College and hoping that you will provide a letter of recommendation on my behalf. Feel free to share your knowledge of my personal and academic ambitions, goals, and accomplishments.

Please email me with any additional questions. Thank you in advance for your consideration and support.

Be sure to click the Send Request button below the Message to Recipient box before continuing to the next step.

8) The Certification is a key step to a complete application.

Affirming each of these statements is a condition for receiving a scholarship. Read them carefully to understand what you are affirming. To complete your application, you should put your initials (usually 2-3 letters) in each box below the statements.

The screenshot shows a web application interface for 'Application for John Marchese'. On the left is a navigation sidebar with 'Dashboard', 'Scholarships', and 'Application' (highlighted). The main content area has a vertical list of steps: 'Personal Information' (Completed), 'Academic Information' (In Progress), 'Financial Information' (Completed), 'Qualification Questions' (Completed), 'Letter(s) of Recommendation' (Completed), and 'Certification' (highlighted in orange). The 'Certification' section contains two paragraphs of text, each followed by a text input field and the prompt '3 word(s) left'. The first paragraph is about releasing financial and academic records, and the second is about sharing information at a Scholarship Reception. At the bottom, there are three buttons: 'Previous Step' (yellow), 'Next Step' (grey), and 'Submit Application' (grey).

When you complete this page, you should be able to click the “Submit Application” button, as long as every required field has been completed.

9) Once you click **Submit Application**, you will be given information about which scholarships you are eligible for and whether any additional information is required for any of those.

The screenshot shows the SUNY Corning Community College dashboard. The user is logged in as 'jmarshes@corning-cc.edu'. The dashboard includes a sidebar with 'Dashboard', 'Scholarships', and 'Application' options. The main content area displays a welcome message to 'John' and a notification that there are 14 items requiring completion. Below this, a section titled 'Follow-Ups' lists eight scholarships, each with a 'Complete Follow-Up' button. The scholarships listed are: AMORY HOUGHTON, JR. SCHOLARSHIP; ARLENE EVENDEN SCHOLARSHIP; CARL H. & M. SUZANNE BLOWERS SCHOLARSHIP; CHARLES A. HILL '84 SCHOLARSHIP (Male); CHARLES A. HILL '84 SCHOLARSHIP (Parent); DAN AND MATT MCGARRY SCHOLARSHIP; DON MOORE FRESH START SCHOLARSHIP; and DR. JAMES W. HUDSON MEMORIAL MUSIC SCHOLARSHIP. Each scholarship entry includes a brief description and a deadline of 6/1/2023.

For any scholarships that require additional information, click on “Complete Follow-up” button and proceed to answer additional questions as needed. These additional answers are not optional as they address criteria for specific scholarships and are needed to qualify and select appropriate candidates.

10) Once you have completed all the questions for specific scholarships, and have clicked “Submit Application,” you should receive the following message letting you know you are done:

The screenshot shows a web dashboard for SUNY Corning Community College. At the top left is the college logo and name. At the top right is the user's email address, jmarches@corning-cc.edu, with a dropdown arrow. On the left side, there is a vertical navigation menu with three items: "Dashboard" (selected), "Scholarships", and "Application". The main content area displays a welcome message "Welcome, John" followed by a light orange box containing the text "You did it! Nothing left to complete. Way to go!". To the right of this box is a yellow box with the text "0 Items requiring completion".

You can also see the complete list of scholarships for which you are eligible by clicking on the “Scholarships” tab:

SUNY CORNING COMMUNITY COLLEGE jmarches@corning-cc.edu

Dashboard | Scholarships | Application

Scholarships Filter

Scholarship Name	Award	Deadline	Status
ABBIE J. CHAPMAN '75 NURSING SCHOL... Established by Robert A. Chapman, former SUNY ...	N/A	Due Jun 01, 2023	Not Qualified
ALUMNI FAMILY SCHOLARSHIP (Contin... Established by the SUNY CCC Alumni Association...	N/A	Due Jun 01, 2023	Not Qualified
ALUMNI FAMILY SCHOLARSHIP (New) Established by the SUNY CCC Alumni Association...	N/A	Due Jun 01, 2023	Not Qualified
AMELIA G. CREATH MEMORIAL SCHOLA... Established by Donald B. Creath, longtime SUNY ...	N/A	Due Jun 01, 2023	Not Qualified
AMORY HOUGHTON, JR. SCHOLARSHIP Established by Amory Houghton III, Robert W. Ho...	N/A	Due Jun 01, 2023	Not Qualified
ANNA S. HANAS SCHOLARSHIP Established by Jay S. Hanas '68 and his wife, Jane, ...	N/A	Due Jun 01, 2023	Not Qualified
ANNE D'ULISSE MEMORIAL SCHOLARSH... Established in memory of Anne D'Ulisse, SUNY C...	N/A	Due Jun 01, 2023	Not Qualified
ARLENE EVENDEN SCHOLARSHIP Established by the Big Flats American Legion Post...	N/A	Due Jun 01, 2023	Not Qualified
BONNIE & VIOLA SCHOLARSHIP Established by a SUNY CCC Distinguished Alum. A...	N/A	Due Jun 01, 2023	Not Qualified
CARL H. & M. SUZANNE BLOWERS SCHO... Established by Carl H. Blowers, SUNY CCC Truste...	N/A	Due Jun 01, 2023	Not Qualified

At this point, your application is complete but you may still want to follow up with Recommenders to make sure they received the request and submitted your recommendation.

Congratulations! Your application is complete. Staff will review the applications and make decisions about awards by JULY 31.

Checklist: To help you through the process, we have included this list of steps. If you complete each of these items, your application should be ready for review.

Steps to completing application Complete

- Create your Account
- Accept Privacy and Usage Policy
- Personal Information
- Academic Information
- Financial Information
- Qualification Questions
- Letters of Recommendation
- Certification
- Initial Submission
- Complete Additional Questions
- Final Submission

Deadline for submission: May 31, 2023