



LAWRENCEVILLE | ALPHARETTA-NORTH FULTON

## How to Apply for Gwinnett Tech Foundation Scholarships

1. Navigate your internet browser to <https://GwinnettTech.academicworks.com>
2. Log-in using your student email address.
3. The first page you see should be “Your General Application.” Please read all of the instructions in the gray box and fill out the form below. (Note: questions with a blue asterisk are **required**.) You may also click on the “Student Record” tab to ensure information on file is correct.

A screenshot of the "Your General Application" web form. At the top, there is a dark blue header with the title "Your General Application" and two tabs: "Personal Information" and "Student Record". Below the header is a gray instruction box with a red arrow pointing to the right. The main form area is titled "General Information" and contains three required fields, each with a red arrow pointing to the left: "Student #" with the value "32213323", "First Name" with the value "Carl", and "Last Name" with the value "Jackson".

Your General Application

Personal Information Student Record

You can save your application at any time by clicking **Save and Keep Editing** at the bottom of the form. Once completed, you can submit your application by clicking **Finish and Continue**.  
Note: Required fields are marked with an asterisk.

General Information

\* Student # 32213323

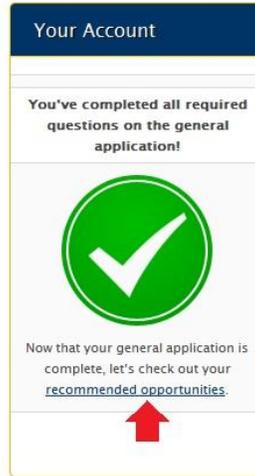
\* First Name Carl

\* Last Name Jackson

4. When finished click on the gray “Update General Application” button at the bottom of the page.

Update General Application

- Locate the checkmark in the upper left corner of the page. If it is gray, your application was not submitted successfully. If it is green, you may proceed! Click on the “recommended opportunities” link.



- You should now see a list of scholarships recommended for you based on your answers to the General Application. If you would like to apply for a scholarship, click on the gray “Apply Now” button beside a scholarship to get started.

Welcome, Carl Jackson  
[Become Self](#) | [Signout](#) | [Account Details](#)

**GWINNETT**  
TECHNICAL COLLEGE

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Home | Opportunities | General Application

PLEASE NOTE:

- Based on your General Application, below are opportunities for which you might be eligible. Keep in mind that recommended does not constitute qualified.
- Click "Apply" below to answer questions specific to each recommended scholarship, then click "Update Your Application." The system will automatically add each scholarship to which you are deemed qualified to the listing on your Home screen. After applying to the scholarships below, you will notice that the "Apply" changes to "View Your Application."
- The "All" tab is a listing of scholarships available COLLEGE-WIDE. Please read the scholarship descriptions to determine if you might qualify for any additional scholarships.
- Remember to click on the "Home" menu (in the upper navigation menu) to access your dashboard listing all scholarships which you have applied.

Opportunities				
	Recommended	All	Search	
Name	Questions	Deadline	Award	Actions
<a href="#">Gwinnett County Scholarship - TEST</a> This scholarship is awarded to a student with good standing in the community. Applicant must have at least a 3.0 GPA.	1	10/02/2012	Varies	<a href="#">View Your Application</a>
<a href="#">AGL Resources Scholarship</a> Must be enrolled in a certificate, diploma or degree program; minimum cumulative GPA of 3.0 required; must submit and essay of approximately 300...	2	10/30/2012	Varies	<input type="button" value="Apply"/>
<a href="#">Cosmetology - Salon Design Scholarship</a> Must be accepted into the Cosmetology Program; must submit an essay of approximately 300 words (typed and double-spaced) explaining where your...	1	10/30/2012	500	<input type="button" value="Apply"/>
<a href="#">Culinary Arts - Morrison's Management Services Scholarship</a> Must be accepted into the Culinary Arts Program; must be in the second year of the program and have a minimum GPA of 2.5; must submit an essay...	2	10/30/2012	500	<input type="button" value="Apply"/>
<a href="#">Developmental Studies - Rotary Club of Gwinnett County Developmental Studies Scholarship</a> Must reside in Gwinnett County; must be classified as a Developmental Studies Student (required to take classes in two of these three areas: math...	1	10/30/2012	400	<input type="button" value="Apply"/>

7. If there are any additional new questions, answer them. When finished, click on the gray “Finish and Submit” button to submit your application.

## Monitoring Your Scholarship Applications

To monitor the progress of your scholarship application, you may click on the “Home” tab in the upper left corner of the page. This will show you all of the recommended scholarships for which you’ve submitted an application.

By clicking on the “Manage References” button, you can also monitor whether or not your references have successfully submitted a recommendation for your application. (You can also re-request a reference from this location.)

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Home Opportunities General Application

Account

- Links
- Active 1\*
- Needs Attention 1
- Ending Soon 1
- Unfinished Drafts 0
- Archived 0

Filter by Category

All

You've completed all required questions on the general application!

Now that your general application is complete, you should check out your [recommended opportunities](#).

Applications Manage References

Name	Amount	Status	Actions
<a href="#">Gwinnett County Scholarship - TEST</a>	\$5	Offered	<a href="#">Accept/Decline</a>

No more applications to show. But you can [apply to more opportunities now](#).

## How Will I Know if I Have Received a Scholarship?

If you are offered a scholarship, you will receive an email notifying you of such to the email address on file (and which you have used to log in.) You will also see a status beside a scholarship application on the “Home” tab display “Offered.”

If you have any questions regarding the scholarships or the scholarship website please email: [sbrookshaw@GwinnettTech.edu](mailto:sbrookshaw@GwinnettTech.edu).