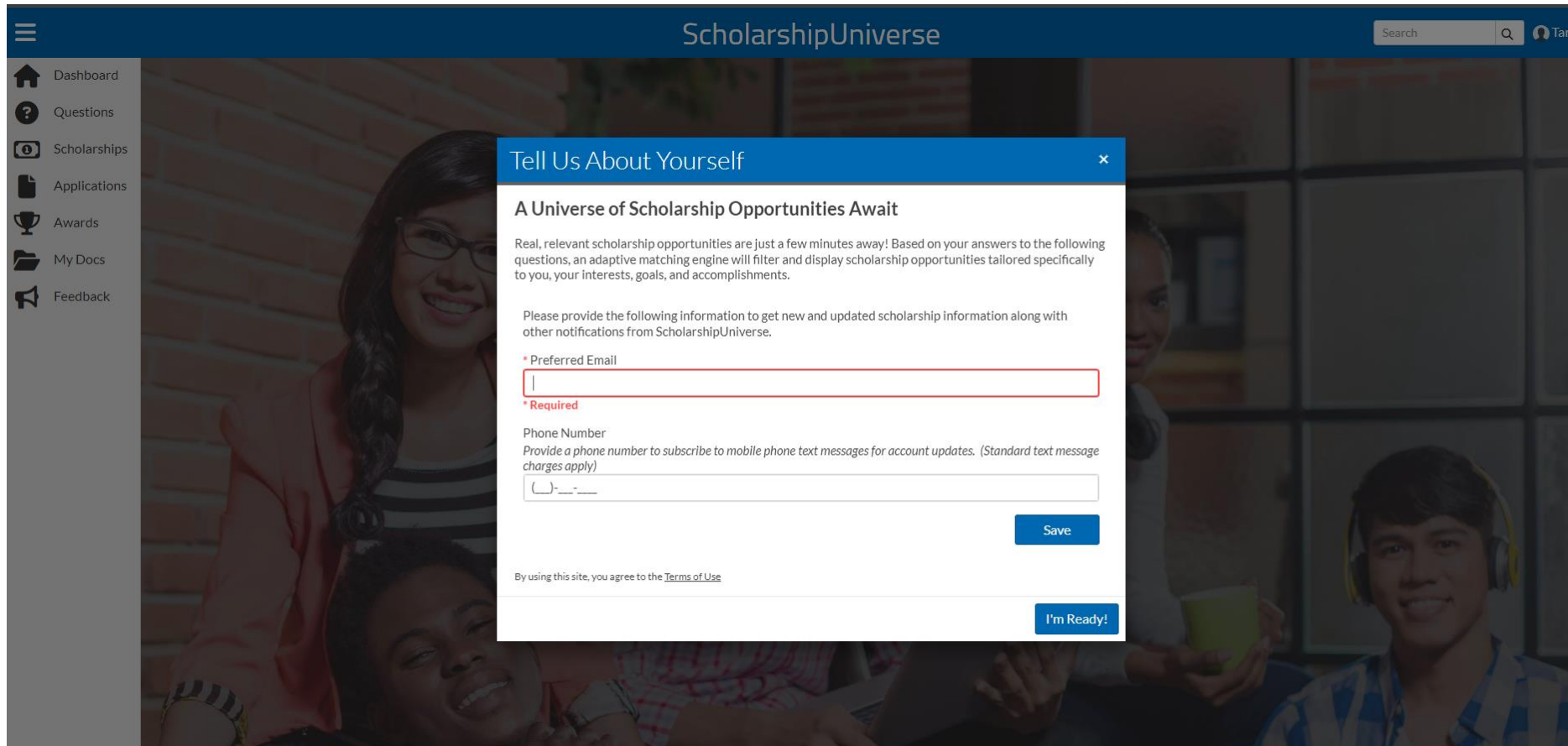# ScholarshipUniverse Instructions Guide

ScholarshipUniverse is a tool that connects Fayetteville State University students to scholarship opportunities. It allows students to create personalized profiles to match them with scholarships tailored to their background, talents, area of study, and other criteria. These scholarships are both institutional and external opportunities. To access Scholarship Universe, log in via https://uncfsu.scholarshipuniverse.com.

Scholarship Universe Dashboard

- Answer questions by clicking on the green bar above.

- The more questions you ask, the more scholarships you will be matched to.
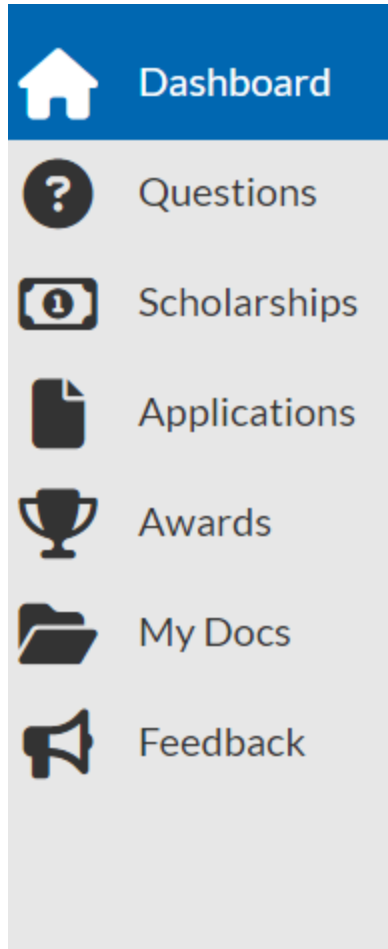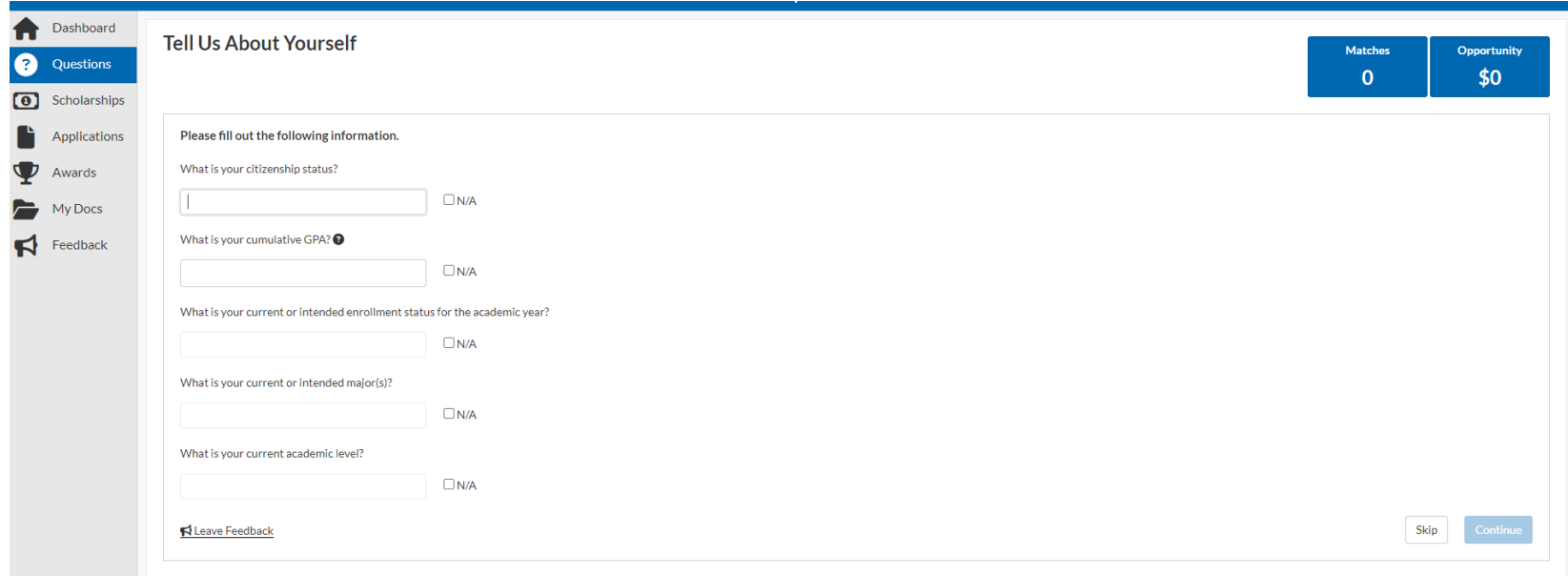
Sidebar Menu Overview

The Sidebar Menu can be used to navigate ScholarshipUniverse.

- **The Dashboard** is your home base. This shows you an overview of your scholarship matches and will remind you if you have additional opportunities to answer questions.

- **The Questions tab** will link you to your personalized questionnaire, where you answer questions to match you with outside scholarship opportunities.

- **The Scholarships tab** will link you to a list of scholarships you have matched to. You can also view other lists of scholarships such as Pinned, Application Submitted, and Partial Matches.

- **The Feedback tab** allows you send Feedback to Scholarship Universe.

Step 1: Answer matching questions

- After each question, the "Matches" and "Opportunity" boxes in the top right corner will be updated with the new scholarship opportunities you've been matched with based on the answers you have provided.

- At any time, you can view your matched scholarships by clicking on the "Matches" box.

Step 1: Answer matching questions(continued)
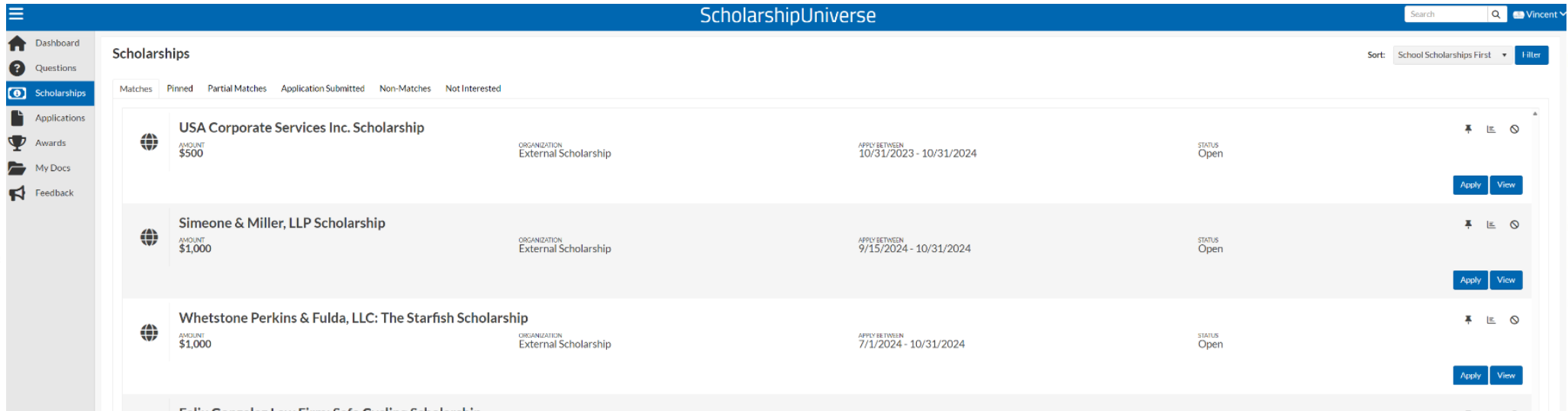
- Updates to questions can be made on the Questions tab on the left side menu. Answers may be locked based on information from your student record.

- On the questions tab, you can also continue to answer questions, by clicking on the "Answer More Questions" box in the top right corner.

- As you answer questions you will be matched to more scholarships and your potential scholarship opportunity amount will increase.

Step 2: View your matched scholarships!

You can use the Scholarships tab on the top of the screen to view the scholarships you have been matched with.

Matches | Pinned | **Partial Matches** | Application Submitted | Non-Matches | Not Interested

🌐 **Goldstein and Bashner Combating Campus Issues Scholarship**

AMOUNT
$1,000

ORGANIZATION
External Scholarship

APPLY BETWEEN
2/5/2024 - 10/31/2024

The Scholarships screen has several tabs that you review:

• Matches - List of scholarships that the student has met all the matching requirements.

• Pinned - List of scholarships that the student has pinned to their account using the button on an individual scholarship listed.

• Partial Matches - List of scholarships where the student has met at least one requirement, but not all the matching requirements.

• Application Submitted - List of internal scholarship applications a student has submitted.

• Awarded - List of internal scholarships for which the student has been awarded.

• Non-Matches - List of scholarships for which the student does not meet the matching requirements.

• Not Interested - List of scholarships that the student has marked themselves as not interested in by using the no symbol on an individual scholarship.

Step 4: View and apply for Scholarships!
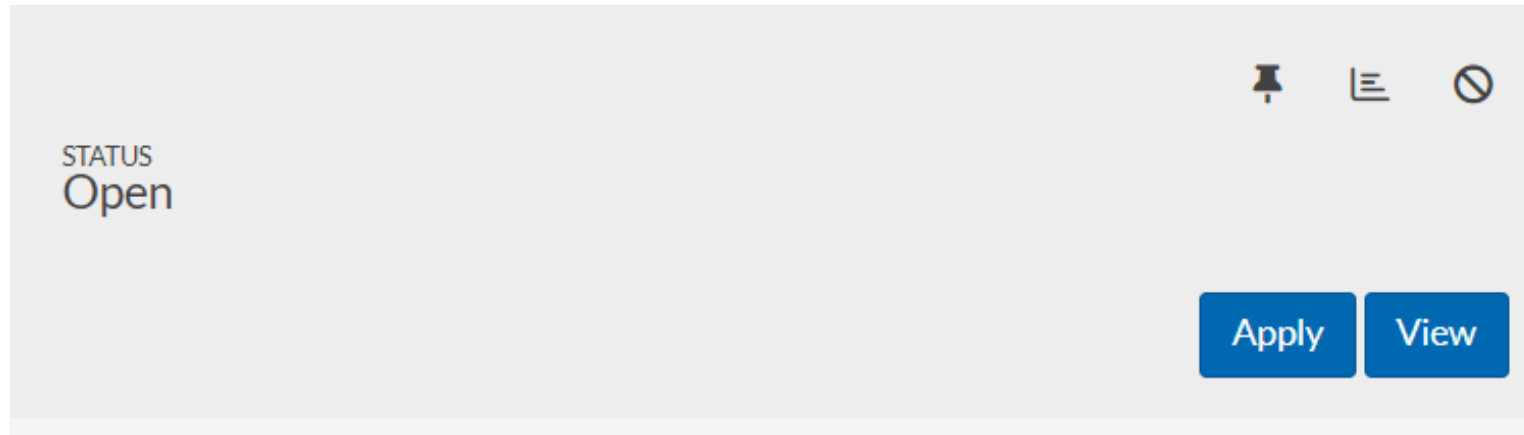
- To read more about the scholarships, click on the "View" button. To open the scholarship website in a new tab and apply directly, click the "Apply" button.

- You can save scholarships to review later, review scholarship statistics, or mark scholarships as "not interested" through the buttons on the right of each scholarship.

For Questions Contact Us!

Office of Scholarships & Financial Aid

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Office Hours:

Monday-Friday

8am-5pm