

## 2017-18 University of Hawai'i System Common Scholarship Application Timeline

MONTH	DESCRIPTION
November – December	<ol style="list-style-type: none"> <li>1) If you are a new freshman, transfer or returning student to the University of Hawai'i System, contact the Admissions Office at the UH campus you plan to attend for admission requirements and deadlines.</li> <li>2) Obtain your UH ID Number and UH Username.</li> <li>3) Visit the UH System Scholarship website at <a href="http://www.hawaii.edu/finaid/scholarships/system/index.html">http://www.hawaii.edu/finaid/scholarships/system/index.html</a> for more information (i.e. Application requirements, sample questions, scholarship descriptions and FAQs)</li> <li>4) Start writing your personal statements and essays.               <ol style="list-style-type: none"> <li>a. Most scholarships require a personal statement.</li> <li>b. Essays are optional, but to be considered for as many scholarships as possible, it is recommended to complete the essays.</li> </ol> </li> <li>5) Contact your recommenders to verify their wish to be a reference prior to entering their contact information. You will need their email address.</li> <li>6) Request your transcripts from your high school/college to be uploaded into your scholarship application or sent directly to the UH System Scholarship Office.</li> <li>7) Gather your (and spouse, if applicable) and parent's 2015 tax information to complete the Free Application for Federal Student Aid (FAFSA) online at <a href="http://www.fafsa.gov">www.fafsa.gov</a> before March 1<sup>st</sup>.</li> <li>8) Search and apply for other scholarships and grant opportunities.</li> </ol>
December – February	<ol style="list-style-type: none"> <li>2) Before March 1<sup>st</sup> – Complete the UH System Common Scholarship Application online at <a href="https://uhsys.scholarships.ngwebsolutions.com">https://uhsys.scholarships.ngwebsolutions.com</a>.               <ol style="list-style-type: none"> <li>a. Answer questions that are applicable to you</li> <li>b. Copy and paste your Personal Statement</li> <li>c. Copy and paste any Essays</li> </ol> </li> <li>3) Upload your transcripts or confirm with your high school/college that transcripts have been sent to the UH System Scholarship Office. Transcripts must be uploaded or postmarked by March 1<sup>st</sup>.</li> </ol>
March 1	<b>PRIORITY DATE</b> to have your FAFSA completed for all University of Hawai'i System campuses.
March 1 by 4:00 pm HST	<b>DEADLINE</b> to submit the UH System Common Scholarship Application via Scholarship Manager and all supporting documentation must be postmarked by this date.
March 3 by 4:00 pm HST	<b>DEADLINE</b> for recommenders to submit their Letters of Recommendation online through Scholarship Manager.
April – July	Scholarship selection committees meet to determine and select qualified recipients. Applicants are notified as decisions are made.
Fall/Spring Semesters	<ol style="list-style-type: none"> <li>1) Fall &amp; Spring semester scholarship award(s) are disbursed by the campus to pay for any outstanding balance, prior to the start of the semester.</li> <li>2) Send Thank You notes to the donor.</li> </ol>
December 2017	Start the application process again to re-apply for the next academic year.

**November - December**

Become a UH Student. Obtain UH ID Number and UH Username.	Start writing your Personal Statement and Essays.	Contact references to request Letters of Recommendation and current email address.	<b>Request Official Transcripts from high school/college.</b>	Search and apply for other scholarships and grant opportunities
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**December - February**

Complete the UH System Scholarship Application online via Scholarship Manager by March 1st.	Complete the 2017-18 FAFSA application before the priority date (March 1st).	Call high school/college to ensure transcripts have been sent to our office before March 1st.
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**March 1st**

<b>PRIORITY DATE</b> for the FAFSA to be completed for all UH System campuses. Check your MyUH Portal to ensure that your home campus has received your FAFSA.	<b>DEADLINE</b> for the UH System Scholarship application (by 4:00 pm HST – if you have not already completed it)	<b>DEADLINE</b> to have transcripts uploaded or postmarked by the UH System Scholarship Office.
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**March 3rd**

<b>DEADLINE</b> for recommenders to submit their Letters of Recommendation online through Scholarship Manager (by 4:00 pm HST).
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**April - July**

Selection Committees meet to determine and select qualified recipients.	Applicants are notified of scholarship selection decisions as they are made.
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**August - January**

Fall & Spring semester awards are disbursed by the campus FAO. Check with the FAO for disbursement procedures.	Send Thank You notes to donors.
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**December 2017**

Start the application process again to re-apply for the next school year.
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