

## Off-Campus / Outside Scholarship Resources

Scholarships can provide the necessary financial assistance to assist students in successfully obtaining their educational goals. Riverside Community College District offers scholarships through its Foundation office and generous donors. These RCCD Scholarships are available for application every fall semester using the RCCD Scholarship Application. However, the RCCD brochure is not the only source of scholarships for students. There are many other resources and opportunities for students to find scholarships outside of Riverside Community College District. Please consider the following ideas in your search for scholarships.

- Some outside scholarships and their eligibility requirements from sources outside RCCD such as civic organizations, clubs, associations and businesses are listed on this website under “Outside Scholarship list.” This list is updated periodically as new scholarship information is received. The list is provided as information for possible scholarship resources, but it is up to you, the student, to follow the directions for application and follow-up for these scholarships.
- Use free Scholarship Search sites on the internet. Some recommended sites that do not charge for searching include:  

<a href="http://www.fastweb.com">www.fastweb.com</a>	<a href="http://www.scholarships.com">www.scholarships.com</a>
<a href="http://www.scholarshiphunter.com">www.scholarshiphunter.com</a>	<a href="http://www.scholarsite.com">www.scholarsite.com</a>
- Check with community, non-profit, and membership organizations, clubs, university alumni groups, churches, employers, high schools, corporations, businesses, associations, libraries, etc. for possible scholarships from these sources.
- Beware of Scholarship scams! Any group that requires you to pay for scholarship information could be a scam. Watch out for high pressure groups. If it sounds too good to be true or they make promises or guarantees of scholarships or other financial aid, then it probably is a scam. Check out scam information at: [www.ftc.gov/scholarshipscams](http://www.ftc.gov/scholarshipscams)

## Using your Outside Scholarships at RCCD

If you are awarded a scholarship from a source outside of Riverside Community College district, the procedure to use your scholarship at RCCD is as follows:

1. The organization or donor providing the scholarship will contact you if they have chosen you as the recipient of their scholarship.
2. Follow the donor's directions on how to access your scholarship. They may require proof of enrollment at RCCD. You may submit your class schedule printed from WebAdvisor, or, if they are requesting "official" proof of enrollment, contact the RCCD Transcripts & Records office at 951-222-8603.
3. For students who received the Golden State Scholarshare scholarship: you may access your scholarship funds by completing the Qualified Withdrawal Form and submitting it to Golden State Scholarshare. The Qualified Withdrawal Form is available at [www.scholarshare.com](http://www.scholarshare.com). For help in filling out the form, call 1-877-728-4338.
4. Once RCCD receives your scholarship funds, you will be sent a letter acknowledging receipt of the funds along with a Scholarship Action Form and schedule of deadlines for accessing your off-campus scholarship.
5. Fill out the Scholarship Action Form and return it to the Student Financial Services office on any campus at RCCD.
6. The Scholarship Action Form will let us know how you will use your scholarship at RCCD. For example: pay for tuition and fees; set up a bookstore account at any campus bookstore; reimburse for tuition and fees already paid for by you; or reimburse for books already purchased (with receipt). Some scholarships may also allow reimbursement for room and board expenses.
7. At the end of the academic year, you will be sent a letter regarding any remaining balance of scholarship funds. It is your responsibility to use your scholarship at RCCD. All unused scholarship funds will be returned to the donor.

## *Scholarship Tips*

***Get Organized:*** Create a Personal Inventory and/or write a resume. This will help you when you write your personal essay or your donor wants to know more about you. Include accomplishments, awards, talents, interests, college major, career plans, extra-curricular activities, club and community involvement, volunteer service. Keep a log of scholarships and their deadlines.

***Applying for Scholarships:*** Apply to as many as you can. Pay attention to eligibility criteria; do not apply if you don't meet the qualifications. Be sure to apply before the deadline. Follow the directions exactly and answer all the questions. Include all required documents. Remember neatness counts; proofread and double-check spelling and grammar.

***Personal Essay:*** Start with an outline. Follow directions and answer the essay question, if any. Know your audience and catch their attention. Use personal examples and comment on your past, present and future. Keep your essay short and to the point; don't run on and on or be too idealistic. Neatness counts, be sure to type your essay. Be sure spelling and grammar are perfect!

***Evaluations or Recommendation Letters:*** Ask the appropriate people – teachers, employers NOT family or friends. Ask early – give them time to write a great recommendation.

### **How do you catch a scholarship?**

**SNAG** it!

**S**pelling is important

**N**eatness counts

**A**ccentuate the positive

**G**rammar is #1