

2023 Scholarship Information Guide

Thank you for your interest in the Northwest ISD Education Foundation (NEF) 2023 Scholarship Applications!

The application is open to all eligible seniors in Northwest ISD who plan to enroll in an accredited institution in the summer or fall of 2023. Accredited institutions include private or community college, private or public universities, military academies, and vocational or trade school.

The deadline to submit an application is no later than 11:59 p.m. on **Tuesday, February 28, 2023**.

To apply, visit <https://northwest.eformsolutions.com>.

- Register as a New User to create an account and start your application.
 - *Please note:* This is a new account. It will not use your NISD login credentials.
- When all of the required sections are complete, as indicated by yellow or green status indicators, a Submit button will appear below the Status indicator to the left.
 - All three reference evaluations must be complete before the deadline, too. Applicants are encouraged to enter their reference information early on in the process! **The Submit button will not appear without these completed evaluations.**
- Once you choose to Submit, your application will be locked.

Reference Evaluations

Consider carefully who you will ask to be a reference and ask them to be a part of the process *before* you enter their contact information into the reference section. Remember that it is your responsibility to verify the email addresses of your references.

****It is highly recommended for applicants to complete the reference section as soon as they start process, if possible. You cannot submit the application until all references have completed their evaluation!**

- Once you fill in the reference section and save the application, your references will be notified via email. Their evaluation should take approximately 5 minutes to complete.
- **Reminder emails will be sent to your reference contact(s) every three days** until the evaluation form is submitted or until the application window closes on February 28.
- You can check whether an evaluation has been completed by returning to your online application and checking the "References and Signature" section. Status indicators will appear next to the Email Address heading of each reference.

NOTE: Your application will not be considered complete until all references have submitted their evaluations. **You must have all three reference evaluations submitted by the deadline for your application to be considered by the committee.**



Application Overview

1. General Information
2. Tell Us About Your Education
 - a. This section includes a signature acknowledgment to grant permission for the NISD counseling department to release your transcript information to NEF for the purpose of the scholarship application.
3. Tell Us About Your Education Plans
4. Financial Information
5. Extracurricular Activities
6. Employment History
7. Volunteer and Community Activity
8. Biographical Sketch (no more than 500 words)
 - a. Describe a time in your life that has shaped who you are as a person and what traits you possess that will help you be successful in your next level of education and career.
9. General Essay (no more than 500 words)
 - a. Explain why you should be chosen to receive a scholarship and what you hope to accomplish by continuing your education.
10. References
 - a. You will need to provide first name, last name and email address for each person.
 - i. Academic Reference: Any current teacher in Northwest ISD.
 - ii. Community/Employer Reference: A community service supervisor or a supervisor at your current or most recent employer.
 - iii. General Reference: An adult who has known you for at least two years and is not related to you.

If you have any additional questions, please contact Rachel Keable via email at rachel.keable@nisdtx.org or by phone at (817) 215-0084.



NORTHWEST EDUCATION FOUNDATION (NEF) SCHOLARSHIP POLICY

It is the policy of the Northwest ISD Education Foundation to distribute funds for academic scholarships to graduating seniors in the Northwest ISD.

Scholarships for graduating seniors

- All qualifying seniors must have the opportunity to apply for the scholarship(s).
- The Scholarship Review Committee must consider all qualifying applicants.
- The Northwest ISD Education Foundation Vice President of Programs will serve each year as the Scholarship Review Committee Chairman.
 - a. If this person cannot serve as Chairman for any reason, he/she must nominate a board member from the Programs Committee to the Executive Committee.
- The Scholarship Review Committee shall be made up of Northwest ISD Education Foundation board members, NISD certified teachers/administrators and community members who do not have children or relatives eligible for consideration for the scholarship(s).
- The application scoring, decision materials, tabulation, notes, certified recordings, and/or any other documentation used by the Scholarship Review Committee in connection with awarding funds to a student will remain under the supervision of the Community Relations Specialist of the Northwest ISD Education Foundation.
- All applications will be redacted for the committee and all winners will remain publicly anonymous until the awarding of the scholarships. The Scholarship Review Committee Chairman will be provided with a results matrix before the scholarships are awarded at the senior awards event.
- All decisions of the Scholarship Review Committee must be signed and dated by the chair of the committee.
- Scholarships will be awarded at each NISD high school awards ceremony. The date and time of this event is determined by each individual campus.
- Scholarship applicants need to be full-time NISD senior students enrolled in NISD for a minimum of one full semester prior to the application deadline or otherwise noted.
- All scholarship applications which do not have the required information will be considered incomplete and will not be considered for funding. Applications will not be considered for re-application after the deadline.
- The applicant's enrollment in an accredited institution (college, university, military academy, etc.) is a requirement for receiving scholarship funds.
- Once the student has received notification of scholarship funding, funds must be encumbered no later than August 31, of the same year. It is the responsibility of the student to provide all required information by the stated deadline of Aug 1.
- The scholarship funds will be mailed directly to the college or university where the student is enrolled.