

Hispanic Association of Colleges and Universities

HACU Scholarship Program

ONLINE APPLICATION Instructions (Please PRINT this page) *Please use this as a guide to help you complete your online application.*

Log onto the HACU Scholarship Program Systems and select **[START ONLINE APPLICATION HERE]**.

Step 1 - **Contact Information** section- In this step you will create your login and password. You will automatically receive an e-mail containing your login and password information after completing Step 1 of the online application.

Step 2- **Education Information** section- Your institution **MUST** be a member of HACU for you to be eligible to continue your application.

Transfer School Information- If you entered a transfer date you must enter a transferring school. Both current and transfer institutions must be current members of HACU.

Step 3 - **Scholarship Selection**- In this section you will select the scholarships listed by Sponsor that you wish to be considered for.

Step 4 - **Applicant Resume**- Please use template provided to create your resume.

Step 5 - **Scholarship Essay**- Your essay should focus on the following questions.

1. What is your personal motivation for applying to the HACU Scholarship Program?
2. What are your academic and/ or career goals?
3. What skills could you bring to an employer?

Step 5 - **Required Documentation and Survey**- In this section you will find the downloadable forms. Please print and submit accordingly.

Step 7 & 8 - **Edit and Submit**- In Step 7 you will be able to review and make any edits to your online application. Once you have completed all edits you will **SUBMIT** in Step 8.

After **SUBMITTING** the online application:

- **ORDER** your Official Transcript and ensure HACU will receive it on time.
- Have your institution complete the Enrollment and Class Level Certification Form.
- Sign and deliver the Financial Aid Release Form to the Financial Aid office at your institution. Do not mail this form to HACU.
- Allow time for these documents to be received by HACU before calling to check to see if HACU has received them. Check with your institution first.

Mail both **OFFICAL TRANSCRIPT & Enrollment and Class Level Certification Form(s)** **ATTN:**

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