Columbia College Scholarship Application Guide

Step-by-Step Instructions for Applicants

The Columbia College Foundation offers more than 100 scholarship opportunities each year. By completing one online application through AwardSpring, you may be considered for many scholarships. This guide will walk you through the process and provide tips for success.
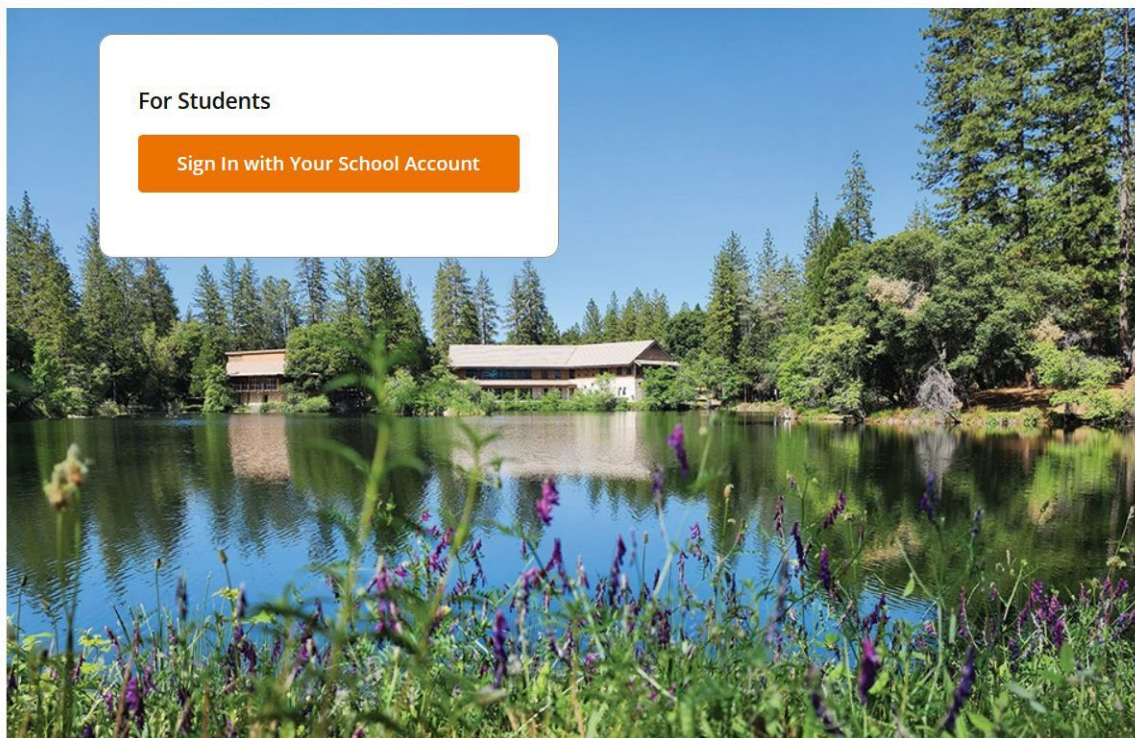
1. Getting Started

• Visit the Columbia College Scholarship website: gocolumbia.edu/columbia_college_foundation/scholarships.html

• Click the **APPLY NOW** button.

THE 2025-2026 COLUMBIA COLLEGE SCHOLARSHIP APPLICATION IS NOW OPEN

Questions? Call the Columbia College Foundation at (209) 588-5065

APPLY NOW

• Click the *Sign in with your School Account* button and **sign in using your student email credentials.**
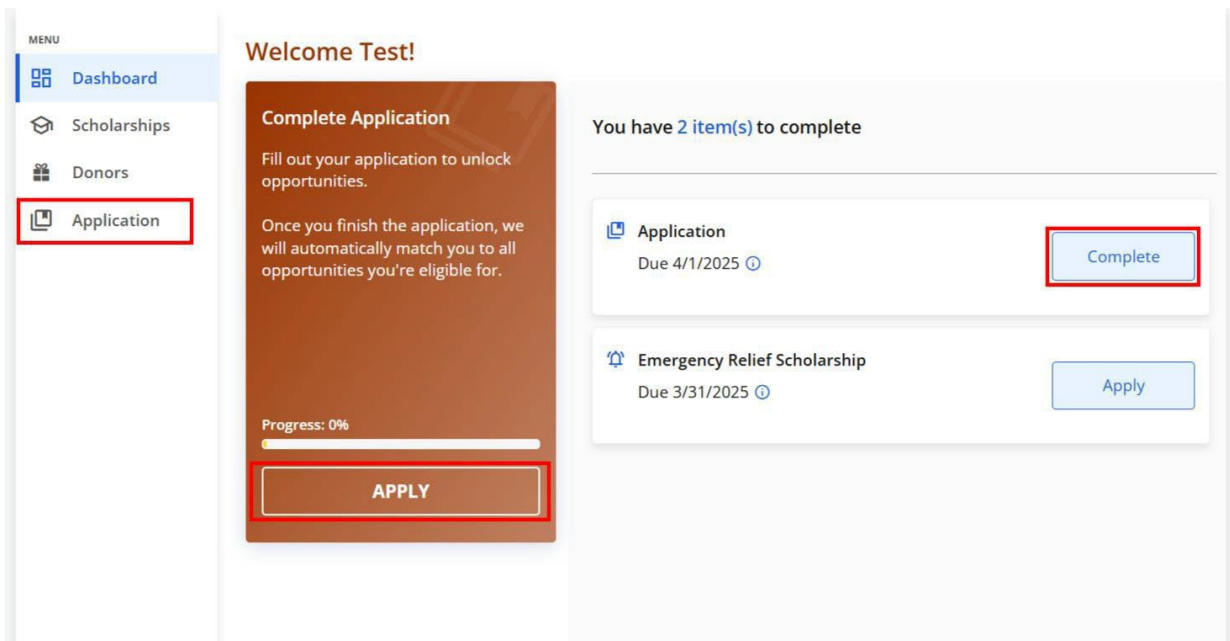

2. Dashboard Overview

Once you log in, you'll land on your Dashboard, which shows:
• The status of your application
• Any tasks or additional instructions
• Updates about scholarship opportunities

To begin, click on Application, Apply, or Complete to start filling out your general application.

3. Application Sections

Your application is divided into several sections. You must complete all of them before you can submit.

Reference Tab

• You will need two references.

• Enter the first name, last name, and email of each reference.

• We suggest choosing:

  - Professors (preferably in your major)

  - Counselors

  - School officials

• Choose people who know you well and can speak to your strengths, character, and potential.

🪓 Reminder: Ask your references early so they have plenty of time. Double-check that they received the request email and follow up if needed.

Please use the form below to request a reference.

Recipient First Name

Recipient Last Name

Recipient Email

Message to Recipient

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Hello,

I am applying for scholarships through Columbia College. This reference will help rate and score my scholarship application.

Thank you for your help.

Send Request

Complete the required information and click the **Send Request** button. Your reference will receive an email request and provide the requested information directly in the scholarship application.

The request will sit in a pending state until it is completed by the reference.

Please request a recommendation from one of your coaches. Be sure to allow them ample time to submit the letter before the scholarship application deadline.

Requested on Dec 19, 2024
Elizabeth Gurrelle
egurrelle@email.com
Status: Pending

Resend Request   Send New Request

Personal Statement Tab
• You will need to provide a personal statement (maximum 1,000 words).
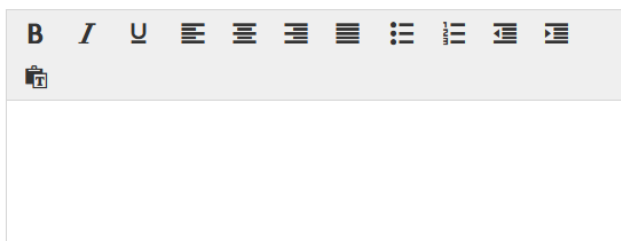
💡 **Tips for your essay:**
• **Share your story—what motivates you, challenges you've overcome, and your goals.**
• **Highlight academic achievements, community involvement, and career aspirations.**
• **Be clear, genuine, and specific.**

Personal Statement

50 word(s) min   *1000 word(s) left*

> Minimum word count has not been met.

4. Submitting Your Application
• After you complete all sections, the Submit Application button (bottom right) will appear.
• Review the certification statement and click **Submit Application** and you'll be redirected back to your Dashboard.

5. Checking Scholarship Matches
• Click the Scholarships tab to see which scholarships you qualify for.
• Some scholarships may require extra steps (such as answering an essay question or uploading documents).
• Click Complete to finish any follow-up tasks.

6. Final Steps
• Once you've completed all tasks, your Dashboard will show no pending items.
• At this point, your application is fully submitted!

🎉 Congratulations! You've taken an important step toward achieving your educational goals. The Foundation team will contact you if further information is needed.