



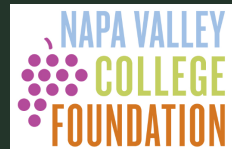
## WORKSHOP DATES

**December 4, 2025**

11:30 – 12:30

**January 22, 2026**

3:30 – 4:30



## NAPA VALLEY COLLEGE SPRING SCHOLARSHIPS

**Application Opens: November 24, 2025**

**Application Closes: February 3, 2026 @ 11:59 pm**

Questions????? Please use “chat” or the “raise your hand” feature.

# Who can apply for Napa Valley College (NVC) Foundation Scholarships?

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Current Napa Valley College student who meet the following criteria can apply:

- Students should be enrolled in the Fall 2025 semester at Napa Valley College, and plan to re-enroll at Napa Valley College in Spring 2026 in 6 or more units.
- Students continuing at Napa Valley College in Fall 2026 or transferring to a 4-year university or college in Fall 2026 are eligible for scholarships.
- Students who have completed at least 12 units at Napa Valley College by the end of fall 2025 semester.
- Students with a cumulative GPA of 2.0 or higher. However, many scholarships require a minimum GPA 3.0.

# How do I apply for scholarships?

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- The entire application process takes place online using the ***AwardSpring*** scholarship program.
- Provide all the information requested on each section of the application. Your answers are very important and help ***AwardSpring*** match you to the right scholarships.
- Read all answer options before choosing one. Some questions allow you to choose more than one option.
- Students will need at least one letter of recommendation returned to complete the application. We recommend that you request three. (*How to request a letter of recommendation will be discussed later in this presentation*)

## How do I apply for specific scholarships?

The *AwardSpring* application wizard will match you to the scholarships for which you *most likely* are qualified. Matches are based on the information you provide in your application and by data that is uploaded into AwardSpring from Napa Valley College's data base system.

# When is the application deadline?

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- The deadline to complete and submit your application is **Tuesday February 3, 2026**, at 11:59pm.
- Recommendation letters are due by Friday February 6, 2026, at 5:00pm.



# What tips or suggestions do you have for me as I complete the application?

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- Review “Tips for Winning Scholarships” located on Napa Valley College’s Scholarships website <https://www.napavalley.edu/admissions-and-aid/financial-aid/scholarships.html>.
- Fill in the application form completely and honestly. Once the application closes, we will be able to confirm such things as your completed credits, GPA, and financial aid status.
- Use proper grammar and capitalization. Typos, blanks, and/or incomplete or inaccurate information may count against you in the review process.

# What tips or suggestions do you have for me as I complete the application? (continued)

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- For “Essay Responses”, be sure to completely answer all the parts of each question. We recommend that you prepare your answers in *WORD* and save them ahead of time. Then copy and paste your answers into the application.
- Make sure your current name and NVC ID#, and any other prior names that you have had, are on any documents that you upload/attach to your application!

# AwardSpring - Getting Started

*Use Chrome or Firefox browser*





# Create an account

<https://napavalley.awardspring.com>

Students with an existing AwardSpring account may continue to use their current username/email to login. We encourage you to use your NVC student email address.

## Sign In

Email

Password

[Forgot password](#)

Sign In

DON'T HAVE AN ACCOUNT?

Register

## Register

Already have an account? [Sign in](#)

Email

Phone

 +1

☐ By providing your phone number, you agree to receive SMS notifications about the application process. You also agree to the [Terms of Use](#) and [Privacy Policy](#). Reply STOP to unsubscribe.

First Name

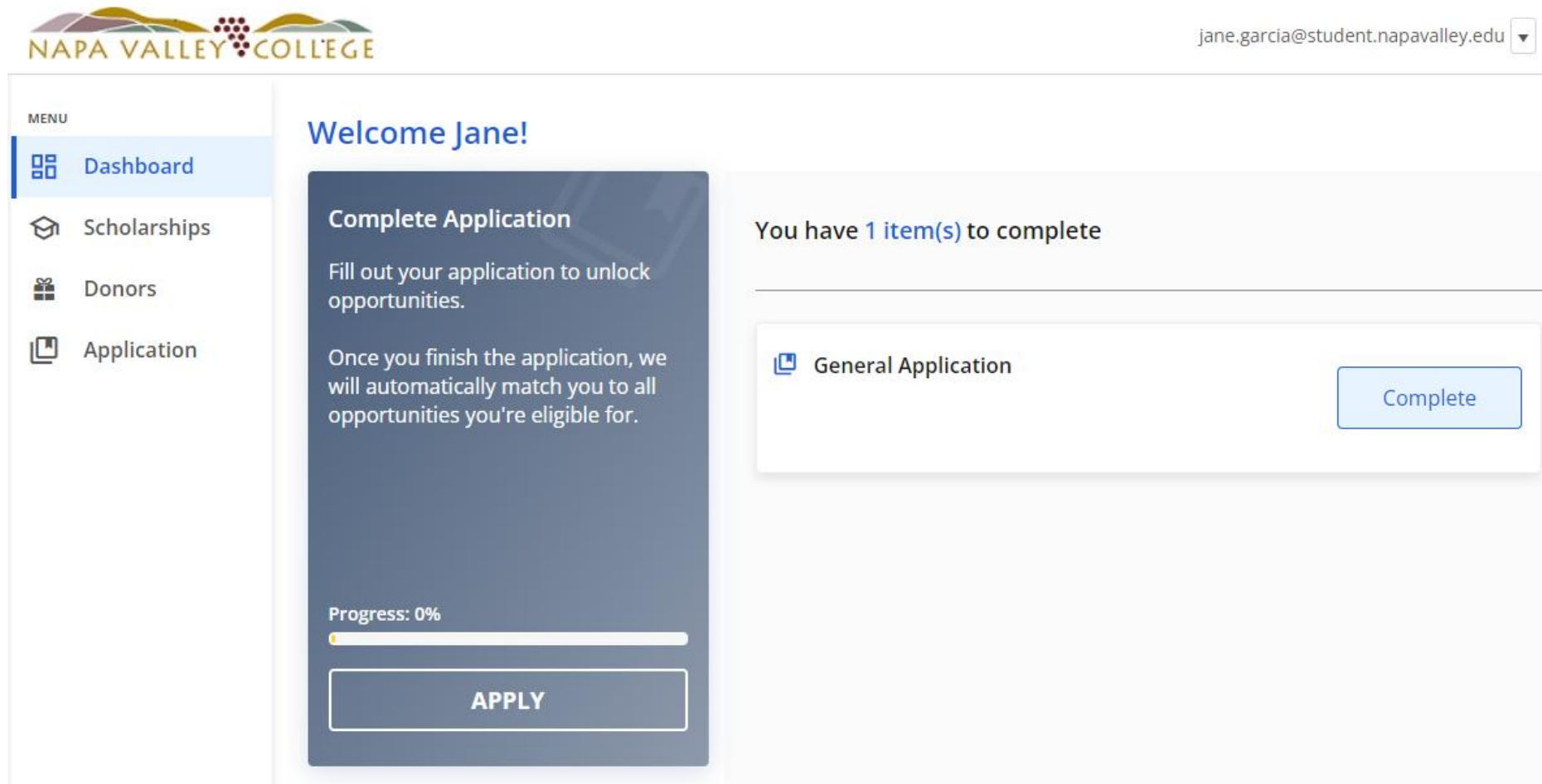
Last Name

Password

Confirm Password

# Complete each section of the application:

## -General Information Section-



The screenshot displays the Napa Valley College student dashboard. At the top left is the college logo, and at the top right is the user email 'jane.garcia@student.napavalley.edu' with a dropdown arrow. A left sidebar menu includes 'Dashboard' (selected), 'Scholarships', 'Donors', and 'Application'. The main content area is titled 'Welcome Jane!' and features a dark blue 'Complete Application' card. This card contains instructions to fill out the application to unlock opportunities, a progress bar at 0%, and a large 'APPLY' button. To the right, a light gray box states 'You have 1 item(s) to complete' and lists 'General Application' with a 'Complete' button.

**NAPA VALLEY COLLEGE**

jane.garcia@student.napavalley.edu ▼

**MENU**

- Dashboard
- Scholarships
- Donors
- Application

**Welcome Jane!**

**Complete Application**

Fill out your application to unlock opportunities.

Once you finish the application, we will automatically match you to all opportunities you're eligible for.

Progress: 0%

**APPLY**

You have 1 item(s) to complete

- General Application **Complete**

# General Information Section (continued)

Includes:

- Telephone number
- Date of birth
- NVC student ID # (7 digits with leading 0)
- Name and gender preferences
- Mailing Address (where your scholarship check and correspondence will be mailed)

***Complete all sections of this page***

Once completed the “Next Step” button will turn yellow:



Previous Step

Next Step

Submit Application

## Application for Test Villante

### General Information

*In Progress*

#### Academic Information

#### Financial Information

#### Qualification Questions

#### Short Answer Responses About Yourself

#### Letter(s) of Recommendation

#### Certification

Cell Phone Number

7073333333

Date of Birth

02/27/2001



Napa Valley College Student ID (7 digits, use leading zeroes if needed)

0123456 **Seven-digit NVC ID # with leading zero**

What is your preferred name?

*2 word(s) left*

Test

What are your preferred gender pronouns?

- ☐ she/her/hers
- ☐ he/him/his
- ☐ they/them/their

Mailing Address

**Street Address – NOT email**

2277 Napa-Vallejo Highway

# Complete each section of the application (continued)

Complete the next three sections:

- Academic Information
- Financial Information
- Qualification Questions

*Once you progress through the application each section will be marked as “completed”*

## Application for Jane

<b>General Information</b> <i>Completed</i>
<b>Academic Information</b> <i>Completed</i>
<b>Financial Information</b> <i>Completed</i>
<b>Qualification Questions</b> <i>Completed</i>

## Application for Jane Garcia

<b>General Information</b> <i>Completed</i>	<p>Major - Select your field of study at NVC and beyond. Check all that apply.</p> <div>Select an answer</div>
<b>Academic Information</b>	

## Application for Jane Garcia

<b>General Information</b> <i>Completed</i>	<p>I have completed the Free Application for Federal Student Aid (FAFSA), OR I have completed the California Dream Act Application.</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>
<b>Academic Information</b>	
<b>Financial Information</b>	

## Application for Jane Garcia

<b>General Information</b> <i>Completed</i>	<p>Are you pursuing any of these professions? (Don't worry if you do not see your chosen profession on this list, the question applies to very specific criteria.)</p> <div>Select an answer</div>
<b>Academic Information</b>	
<b>Financial Information</b>	
<b>Qualification Questions</b>	<p>Have you participated in community service and/or other leadership roles? If Yes, please enter the total number of hours you have volunteered in the past 12 months. You may elaborate on this in Essay Questions 3 and 4.</p>

## Compose essay responses

1. Tell us about your background and experiences. Clarify any extenuating circumstances related to your personal situation (i.e., overcoming adversity, more than one immediate family member in college, changes in your family's financial situation, etc.).

### Examples of extenuating circumstances

- More than one immediate family member in college
- Changes in your family's financial situation caused by loss of job, illness or injury, income reduction
- Change in family composition

## **Compose essay responses (continued)**

2. Tell us about your short-term and long-term plans and how they relate to your proposed career/occupational goals. Please be as specific as you can, if you plan to pursue teaching as a career, please elaborate including grade level you plan to teach.

### Example

My short-term goal is to transfer to a four-year university and pursue a degree in liberal studies, and my long-term goal is to get a teaching credential so I can accomplish my dream of becoming an elementary school teacher.

## Compose essay responses (continued)

3. Tell us how you serve your community. Describe your activities in community and/or volunteer services. Be specific, please include the names of the organizations.

### Examples

- I volunteered a total of 30 hours at the Napa Animal Shelter where I walked the dogs and cleaned the kennels.
- I tutored and organized after-school activities at the Boys and Girls Club for 80 hours over the school year.
- I organized fund-raisers and served as room parent for my children's school for a total of 40 hours last year.
- I coached Napa Youth Soccer for 48 hours this Fall.

***You may also explain why you have been unable to perform community service, and your past community service activities.***

## **Compose essay responses (continued)**

4. Tell us about your participation at NVC. Describe your participation in NVC clubs, activities, athletics, and student programs. You may also include any other honors, awards or personal achievements, and describe opportunities to demonstrate your leadership qualities.

### Examples

- Holding an elected position in ASNVC or student club
- Participating in campus activities like serving on NVC committees as a student representative, writing articles for the NVC newsletter, or athletics
- Active participation in programs like EOPS, MESA, Puente, UMOJA, Student Support Services
- Phi Theta Kappa - NVC Honor Society Member
- Finalist in the NVC Jessamyn West Writing Contest
- Selected to work as a Peer Tutor in the Writing Center
- Represented NVC in statewide academic competitions



# Select a recommender

One recommendation is required; we recommend that you request three.

Complete the “Message to Recipient” box with a clear and strong request for a recommendation letter.

## Application for Jane Garcia

### General Information

Completed

### Academic Information

Completed

### Financial Information

Completed

### Qualification Questions

Completed

### Essay Responses

Completed

### Letters of Recommendation

### Certification




Students - Only one recommendation letter is required. You may make up to THREE recommendation requests.

Recipient First Name

Recipient Last Name

Recipient Email

Message to Recipient

**B** *I* U     

Students - In this box, type a short personal note to the person you are contacting for a recommendation. Let them know in person that you are making this request. Provide their first and last name, and their email address in the appropriate box.

Send Request

# Key Components of a Strong Recommendation Request

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- Identifying Information
  - Include your full name and student ID number
  - Class(es) and Semester(s)
- Significance of the Course(es)
  - Core Concepts learned and how they are relevant to your academic or career goals.
  - Specific Projects or Assignments that were impactful.
- Unique Characteristics – can utilize part of your essay responses from questions #1 and #2.
  - Outstanding Achievements
  - Demonstrated Skills or Talents

# Select a recommender (continued)

- When the request is fulfilled, the status will change to **COMPLETED**. You may resend a request or send a new request to another person.
- Once the application closes on February 3rd you will not be able to return to this screen.

## Application for Jane Garcia

<b>General Information</b> <i>In Progress</i>	<p>Students - Only one recommendation letter is required. You may make up to THREE recommendation requests.</p> <p><i>Requested on Nov 20, 2024</i> <b>Michele Villante</b> mvillante@napavalley.edu Status: Completed <i>Submitted on: Nov 20, 2024</i></p>
<b>Academic Information</b> <i>Completed</i>	
<b>Financial Information</b> <i>Completed</i>	
<b>Qualification Questions</b> <i>Completed</i>	
<b>Essay Responses</b> <i>Completed</i>	
<b>Letter(s) of Recommendation</b> <i>Completed</i>	<p>Students - Only one recommendation letter is required. You may make up to THREE recommendation requests. <i>(Optional)</i></p> <p><i>Requested on Nov 20, 2024</i> <b>Michele Villante</b> mvillante@napavalley.edu Status: Pending <a href="#">Resend Request</a> <a href="#">Send New Request</a></p>
<b>Certification</b>	

# Who should you request a letter of recommendation from?

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A current Napa Valley College instructor, counselor or advisor.

A current or former employer.

Recommendations from family members, roommates, friends or neighbors are discouraged.

**Can my reference submit a recommendation to NVC instead of electronically through AwardSpring?**

- The Recommendation Form that is provided through ***AwardSpring*** is preferred.
- One letter of recommendation is all that is required. Please do not request more than three.
- If we do not receive a recommendation, your application will be considered incomplete.

# Final Step – Certification

You will receive a confirmation email

This is the final step in your scholarship application.

The Certification Statement explains how you're matched to scholarships and what the minimum requirements are to qualify. By signing it, you also give permission for your information to be shared with those who review and award scholarships.

**REMEMBER to click the Submit button**

A yellow rectangular button with rounded corners and a slight 3D effect, containing the text "Submit Application" in a dark, sans-serif font. It is positioned on a dark gray rectangular background.

Submit Application

Thank you for completing Napa Valley College's Spring Scholarship Application. AwardSpring application wizard will match you to scholarships for which you are most likely qualified. Matches are based on the information you provided in your application.

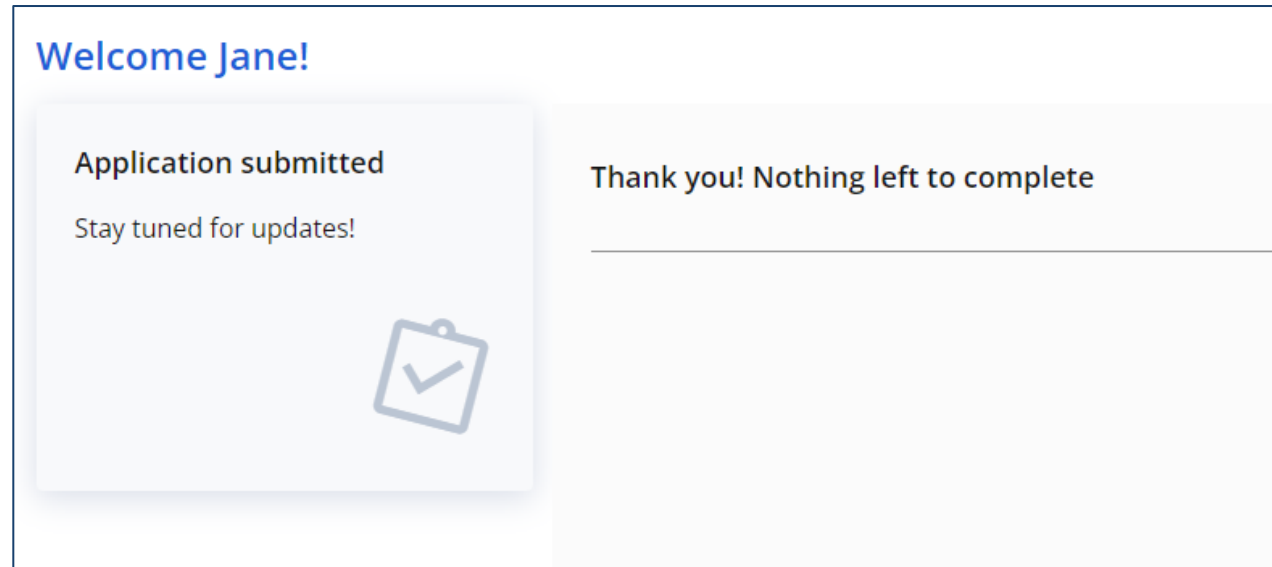
Applicants will be notified of their awards in the last week of April 2026. Award Recipients will be able to pick up their packages at the Scholarship Ceremony and Reception on May 13, 2026, at 6:00pm. Packages will *not* be released prior to the ceremony.

All applications will be reviewed to determine whether the following criteria are met:

- Enrolled at Napa Valley College in fall 2025 semester.
- Enrolled at Napa Valley College in spring 2026 semester in 6 or more units.
- Completed 12 or more units at Napa Valley College by the end of fall 2025 semester.
- In fall 2026 you plan to either attend Napa Valley College or transfer to a university.
- Have a cumulative GPA of 2.0 or higher.

# Congratulations you have completed your scholarship application

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You may log back into AwardSpring to view a list of scholarships you most likely are qualified for and have automatically applied to.

You may log back into AwardSpring to make changes or updates until the application period closes on **February 3, 2026, at 11:59pm.**

# When/How will recipients be notified?

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Applicants will be notified via email provided on the application of their awards during the last week of April 2026.



If your email or mailing address changes after the application closes, please send updates [scholarships@napavalley.edu](mailto:scholarships@napavalley.edu).

For AwardSpring application assistance or questions contact Michele Villante at the Financial Aid/EOPS Office (707) 256-7306 or [scholarships@napavalley.edu](mailto:scholarships@napavalley.edu).



# If I am awarded a scholarship how and when will I receive the funds?

NVC Foundation scholarship awards are disbursed according to donor specifications.

- Most scholarships are presented at the awards ceremony which will be the evening of Wednesday May 13<sup>th</sup> or mailed to students if the student is unable to attend the ceremony.
- Others are issued upon verification of enrollment for the next academic year or can be distributed by the donor.

Scholarship packages *will not* be available prior to the May 13<sup>th</sup> award ceremony.



# Will a scholarship affect my other sources of financial aid?

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- NVC Financial Aid Office is required to report all scholarship awards so that aid for a student is coordinated.
- In general, scholarships do not affect a student's grants, but they may reduce the amount of loans and/or work study that a student will receive.

Scholarships are made possible through the generosity of Napa Valley College Foundation donors and contributors.

For more information, please visit [www.napavalley.edu/about/napa-valley-college-foundation](http://www.napavalley.edu/about/napa-valley-college-foundation).

