



2022-23 Star One Credit Union Scholarship

Program Overview

Who is eligible to apply?
When is the application deadline?
What is the Program timeline?
Is this award renewable?
Who administers this Program?

Award Details

What are the selection criteria?
What are the details of the award?
What are my responsibilities if I am chosen as a recipient?
How and when are funds issued?
How do I change my college choice?

Application Details

Which school should I list on the application if I have not made a final decision?

Notifications

How will I be notified about the status of my application?
What notifications will be sent to me?
Who will notifications be sent from?
When will I receive notifications?
Can I opt out of notifications?

Application Status

How do I know if my application is Complete?
As the applicant, what are my responsibilities?
How do I use my Home page to verify my application status?
The deadline is tomorrow and it takes 3 days to process. Will I make it?
The deadline has passed and my application status is Started, what do I do?

Other Important Information

Are scholarships taxable?
ISTS Self-Help Portal
Contact Information

Program Overview

Who is eligible to apply?

Applicants must meet **all** of the following criteria to be eligible for this scholarship. You must:

- Be a high school senior or college freshman, sophomore or junior
- Be enrolled as a full-time college* student pursuing an Associate's or Bachelor's Degree in the fall of 2022
- Have a cumulative GPA of 3.0 or higher
- Be a member of Star One Credit Union
- Be in good standing with the last educational institution they attended and are not on disciplinary or academic probation
- Be involved in community service and extracurricular activities

*For the purpose of this policy, "college" is defined as accredited, nonprofit, two- or four-year community colleges, public and private colleges, and universities located in the United States.

Note: Star One Credit Union's Board of Directors, Volunteers, Management and staff, and their family members are excluded from eligibility.

When is the application deadline?

February 28, 2022

What is the Program timeline?

- Application Opens: January 2, 2022
- Application Deadline: February 28, 2022
- Semi-finalist Announcement/Semi-finalist Application Opens: March 15, 2022
- Semi-finalist Application deadline: April 1, 2022
- Scholarship Recipients Notified: by mid-May 2022
- Scholarship Checks Issued: August 2022

Is this award renewable?

No. This scholarship is for one year.

Who administers this Program?

To ensure complete impartiality in the selection of recipients and to maintain a high level of professionalism and security, the program is administered by International Scholarship and Tuition Services, Inc. (ISTS), an independent company that specializes in managing sponsored educational assistance programs.

Award Details

What are the selection criteria?

An independent selection committee will evaluate the applications and select the recipients considering:

Initial Application

(Deadline: February 28, 2022 at 11:59 PM PST)

- Community Service
- Grade Point Average
- Extra-curricular Activities

Semi-finalist Level

(Announced via email by March 15, 2022. Semi-finalist Application Deadline: April 1, 2022 at 11:59 PM PST. Essay – Topic TBD)

Selection is made without regard to applicant's race, color, national origin, religious belief, sex, gender, marital status, age, mental or physical disability, military status, ancestry, sexual orientation or any other basis protected by law. Decisions of the selection committee are final and are not subject to appeal. No application feedback will be given.

What are the details of the award?

- 10 scholarships for \$5,000 each will be awarded annually and are not renewable.
- Students may reapply each year as long as they continue to meet the eligibility criteria.
- The scholarships will be applied to tuition, fees, books, supplies and equipment required for course load at accredited, nonprofit two- or four-year colleges/universities in the United States.
- Students may transfer from one institution to another and retain the award.

What are my responsibilities if I am chosen as a recipient?

You must enroll as a full-time undergraduate student in the fall of the year in which the scholarships are awarded. You must continue the entire academic year without interruption unless approved by the scholarship sponsor. You are responsible for delivering your scholarship check(s) to the proper office at your institution with its attached instructions. You should notify ISTS should your check not arrive within 30 days of the issue date. You will receive an email notification when your funds are issued.

How and when are funds issued?

Your funds will be issued via check in early August. Your check will be made payable to your institution listed on your **My Profile** page only. *Your scholarship check cannot be made payable to you, the applicant.* The check will be mailed to your home address so that you may deliver it to the correct office at your institution. You will receive an email notification once your funds have been issued.

How do I change my college choice?

Make sure your **My Profile** page indicates your final college choice. It is your responsibility to make sure your **My Profile** page is correct at least 30 days prior to the check issue date listed above. If your scholarship check needs to be reissued for any reason, a reissue fee may apply.

Application Details

Which school should I list on the application if I have not made a final decision?

You should list your first-choice school on the application. You can change your college choice any time prior to the application deadline. If selected as a recipient, you will be asked to confirm your final school choice. If your school changes after the acceptance deadline, you will be able to update this information on your **My Profile** page.

Notifications

How will I be notified about the status of my application?

Notifications are sent primarily via email to the email you used to create your account. Some programs offer text and voice notifications. **Ultimately, it is your responsibility as the applicant to verify your application status on your Home page is Complete.**

What notifications will be sent to me?

- **Deadline Reminders:** Deadline reminder emails are typically sent two weeks and one week prior to the application deadline.
- **Selection Results:** Selection results notifications are sent to all **Complete** applicants. This includes semi-finalist notifications.
- **Funds Disbursed:** Once your funds have been issued, you will be notified.
- **Other Scholarships:** Occasionally, if you meet the requirements for another scholarship administered by ISTS, you will be notified. These notifications are not guaranteed.

Your information is never sold to any third party for marketing purposes.

Who will notifications be sent from?

You will receive notifications from two possible ISTS email addresses: donotreply@applyISTS.com and ContactUs@applyISTS.com. You should add both of these email addresses to your “safe senders list” to ensure important emails are not sent to your spam or junk folder.

When will I receive notifications?

Notifications vary by program based on the Program timeline. Refer to the Program timeline listed above for more specific information. Typically, deadline reminders are sent two and one week prior to the application deadline.

Can I opt out of notifications?

While you can opt out of notifications, this is not advised. It is your responsibility as the applicant to ensure your application is **Complete**. If you opt out of notifications, you will not receive deadline reminders or selection results. **Your information is never sold to any third party.** The only emails you will receive from ISTS are directly related to your application and, *possibly*, other scholarship opportunities.

If the application deadline has passed and your application is not **Complete** because your document was rejected after the application deadline it is important that you contact us immediately so that we can assist you. Most programs allow ISTS to help you correct a rejected document within the 3 business day processing time after the deadline. However, this is **not guaranteed**. Make sure you follow the Upload Instructions within your application to ensure your document meets all minimum criteria.

Application Status

How do I know if my application is Complete?

Complete applications will have a green COMPLETE button, as shown below:



If your application status has a grey or orange STARTED button as shown below, click the button to view the status of each individual requirement.



As the applicant, what are my responsibilities?

It is your responsibility to make sure your application is **Complete**. Your online application form must be **Submitted**.

How do I use my Home page to verify my application status?

When you log in to your **Home page**, you will see all applications listed. Each application will have an overall status button visible to you.



A grey STARTED button means you have not submitted your online form. An orange STARTED button means you have submitted the online form but you are either missing required items for the application, or your documents are still processing.

When you click the status button, you will see the more detailed status. This will show you the status of each individual required portion of the application. For more details on your **Home page**, review the **Home Page Tutorial** section.

The deadline is tomorrow and it takes 3 days to process. Will I make it?

You should continue to monitor your **Home page** until you see the status update to ACCEPTED. If the status updates to REJECTED, contact us immediately.

The deadline has passed and my application status is Started, what do I do?

If your STARTED button is grey, you have unfortunately missed the deadline and your application is now read only. If your STARTED button is orange, click the button to view what is missing. You should continue to monitor your **Home page** until you see the status update to ACCEPTED. If the status updates to REJECTED, contact us immediately.

Other Important Information

Are scholarships taxable?

Tax laws vary by country. In the United States, scholarship funds used exclusively for the payment of tuition and textbooks are normally not taxable. The scholarship recipient is responsible for taxes, if any, that may be assessed against his or her scholarship award. We recommend consulting your tax adviser for more guidance. You may also consult IRS Publication 970 for additional information.

ISTS Self-Help Portal

For more helpful information about scholarships plus answers to common inquiries related to ISTS' technology and processes, visit our Self-Help Portal at [ISTSprogramsupport.com](https://istsprogramsupport.com).

Contact Information

ISTS office hours are Monday through Friday from 8:00 AM to 5:00 PM Central. Program Support Agents are available via live chat and email during these hours. Use the green **Help** button (as shown below) at the bottom right corner of your screen to contact us.



If the application deadline has passed and your application is not **Complete** because your document was rejected after the application deadline it is important that you contact us immediately so that we can assist you. Most programs allow ISTS to help you correct a rejected document within the 3 business day processing time after the deadline. However, this is **not guaranteed**. Make sure you follow the Upload Instructions within your application to ensure your document meets all minimum criteria.