

## Federal Aid Year 2017-2018 Scholarship Application Instructions

It is recommended that you use a browser other than Internet Explorer to access the Student Portal.

Login to the Student Portal at <http://inside.uthscsa.edu/>

Navigate to the **Student Center** (“Self-Service → Student Center”).

Once there, a “**UTHSC Scholarship Application**” link will be available. *This link will not be available until a 2017-2018 FAFSA or TASFA application has been submitted and processed.*

Name **Student Center**

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**Academics**

[Search](#)  
[Enroll](#)  
[My Academics](#)

other academic... ▾ >>

**STOPI Choose Health Insuranc**

Deadlines URL

This Week's Schedule	
Class	Schedule
NURS 4210-001 LEC (1563)	Th 10:00AM - 11:50AM 1.463-NURSING BUILDING
NURS 4211-010 CLN (1573)	Su 6:15AM - 3:30PM Room: TBA
NURS 4315-001 LEC (1551)	Th 1:00PM - 3:50PM 1.463-NURSING BUILDING Fr 9:00AM - 11:50AM 1.463-NURSING BUILDING
NURS 4316-009 CLN (1560)	MoTu 6:30AM - 3:30PM Room: TBA

[weekly schedule ▶](#)

**SEARCH FOR CLASSES**

**Holds**

Declare Health Insurance  
[details ▶](#)

**To Do List**

No To Do's.

**Advisor**

**Program Advisor**

Ilene Decker  
Shannon Lopez  
Laura Hasewinkle  
Debra L Koehne  
Jade Martinez  
[details ▶](#)

**Useful Links**

[Student Resources](#)  
[Enrollment Verification](#)  
[About Health Insurance](#)

**More Useful Links**

[Order a transcript](#)  
[Campus Directory](#)

**Finances**

**My Account**  
[Account Inquiry](#)

**Financial Aid**  
[View Financial Aid](#)  
[Accept/Decline Awards](#)  
[Report Other Financial Aid](#)  
[UTHSC Scholarship Application](#)

other financial... ▾ >>

**Direct Deposit**

**STOPI Choose Health Insurance**

**You have no outstanding charges at this time.**

**From there, you will be taken to the Aid Year selection screen and select Federal Aid Year 2017-2018:**

Hsc Scholarship Aid Year

Your Name

Apply Scholarship - Step 1 of 2

If you plan to complete the scholarship application for more than one aid year, please select the earliest aid year application to enter your responses into first.

Once those responses have been submitted you will need to wait at least 24 hours and then, upon your return to the application, the information entered the previous day will be copied into your current application. You can make changes or simply submit as is.

If you must complete multiple aid year applications on the same day you will have to manually enter the information.

Select an AidYear/Career value, then click GO			
	Aid Year	Description	Academic Career
<input type="radio"/>	1 2016	Federal Aid Year 2015-2016	Nursing Undergraduate



1



2

Go [Return to Student Center](#)

**You will then be presented with the questions as shown below:**

Favorites Main Menu > Self Service > Student Center

This is an example of the entry page

Apply Scholarship - Step 2 of 2

Welcome to the UTHSCSA Online Scholarship Application process. Although the text boxes may look small they can actually hold up to one to two pages of typed data. You can copy and paste your responses into the text boxes and please answer all questions (even if "Not Applicable").

You will receive an email to your UTHSCSA account to confirm your application has been submitted. Please contact the Office of Veteran Services and Financial Aid at (210) 567-2635 if you have any additional questions.

Please answer all listed questions

Question	Answer
1 Are you a first-generation college student?	<input type="text"/>
2 Please indicate the number of family members in your household as you were growing up?	<input type="text"/>
3 Where do your parents reside now?	<input type="text"/>
4 What was your family's income level when you were growing up?	<input type="text"/>
5 Do (did) you serve in the military? If yes, please indicate which branch of service, whether or not you are currently serving, and the length of time of your service.	<input type="text"/>
6 Please list your type of military discharge if you have left the military.	<input type="text"/>
7 Please list any languages you speak other than English.	<input type="text"/>
8 Please list your extra-curricular activities.	<input type="text"/>
9 Please list any honors or awards you have received.	<input type="text"/>
10 Please list any leadership activities you have undertaken.	<input type="text"/>
11 Please list any teaching activities you have been involved in.	<input type="text"/>
12 Please list any research activities you have been involved in.	<input type="text"/>
Please list any volunteer/community service activities	<input type="text"/>

**Essay:**

We suggest that students type their answers in a word document first then copy and paste your scholarship essay into each section. Students should provide enough information to answer each question adequately (approximately 300 words or less). Spelling and grammar are considered during the review process.

**Application submission:**

After you consent to the final statement and select submit you will be re-directed back to the Student Center page. A system generated email will be sent to your UTHSCSA LiveMail account confirming you have completed the application. Should you realize that you made a mistake, you can contact the Financial Aid office at 210.567.2635 and a representative will assist you.