



## Virginia Tech Scholarship Central

Students who want to be considered for any scholarships (general scholarships and departmental scholarships) should complete these steps.

Scholarship applications are available from August to January each year.

\*Certain college applications and apply-to scholarships will be available at different times throughout the year. Check back often for new applications.

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### I. Logging in to Scholarship Central

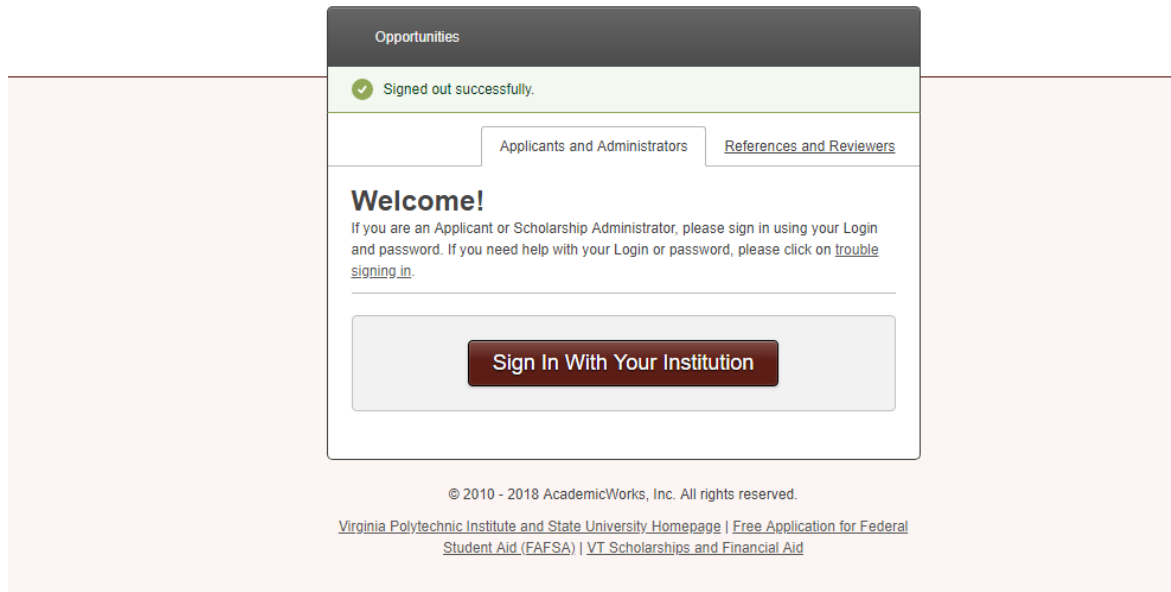
#### **Prospective Students:**

1. Apply for admission to VT at <http://admissions.vt.edu/apply.html>

2. Create an Onboard account using the instructions received via e-mail from the Office of Admissions. Once you are logged into your applicant portal, click the “Scholarship Central” link.

### Returning Students:

1. Log in to the VT Scholarship Central using your VT PID username and password at <https://vt.academicworks.com/>



## II. Navigating Scholarship Central

### Once signed in:

1. Complete and submit the **General Application**.
2. Complete and submit a **College Application if applicable** (e.g. College of Science). Note: Some colleges will not have a required application. There may be a few department-level applications available as well.
3. Review the **Recommended Opportunities, and Our Opportunities tabs**. These scholarships may require an additional application from the student.

### Recommended and All Opportunities Sections

Once the General Application and any college-level application have been submitted, you will see **“Recommended Opportunities”** for which you can apply individually.

## Application Progress

✓ General Application

✓ College of Science

● Other Recommended Opportunities

📄 Applicant Record

## Recommended Opportunities

Show Filters

Search by Keyword

**Will Rice Memorial Scholarship**  
Varies This scholarship seeks undergraduate students, with preference given to those who are residents of Georgia, studying in the College of Architecture... [Apply](#)

### Almost Done!

Your previous applications have qualified you to apply to additional opportunities. We've recommended the ones you are most qualified for and have made those available here.

**Dr. Benjamin and K. Stallings Endowed Scholarship**  
Varies This scholarship seeks incoming freshmen applicants with a desire to go into a medical profession. Preference will be given to students who... [Apply](#)

**The Whitehurst Family WEI Entrepreneurial Scholarships**  
Varies Established by the Whitehurst Family to recognize exemplary students in Sustainable Biomaterials through a Wood Enterprise Institute scholarship... [Apply](#)

Don't forget to check the **"Ours Opportunities"** tab to see any additional applications you wish to complete!

My Applications   ▾ Opportunities   References

Application Progress

✓ General Application

● Other Recommended Opportunities

**SCHOLARSHIPS**

- Recommended
- Ours**
- OTHER
- External

Recommended Opportunities

Scholarship opportunities listed below are recommended for you to apply to based on your application. For all scholarship applications which are open in the system, please select **"Ours"** from the dropdown menu. You can filter the opportunities by department or area by clicking the **"Show Filters"** button on the right.

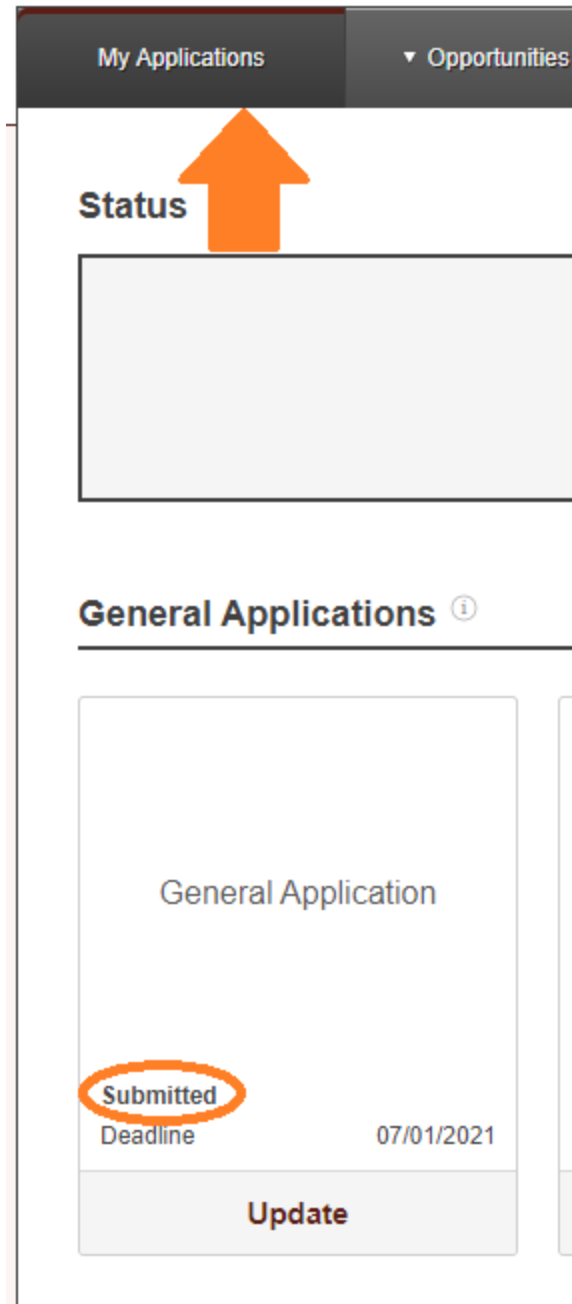
Search by Keyword

Award	Name
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## III. Checking Your Application Status

### Status of applications (submitted and drafted)

You will receive a confirmation email after submitting an application. Be sure to check your spam/junk folders if you did not receive an email. You can also view the status of your applications within Scholarship Central under the “My Applications” tab.



#### IV. Accepting an Offer and Completing a Thank You Letter

Students who are offered a scholarship award from Scholarship Central will be sent an email similar to the email shown below:

**From:** Virginia Tech Scholarship Central <no-reply@academicworks.com>

**Sent:** Tuesday, December 15, 2020 1:11 PM

**To:** [REDACTED]

**Subject:** You have been selected for the Test Scholarship 10 award

Hi [REDACTED],

Congratulations on your award from the Test Scholarship 10. General Scholarships may be awarded based on specific criteria including academic achievement, financial need, extra-curricular activities, and community involvement. The scholarship will not credit to your university bill until a thank you letter has been received. Instructions for completing your thank you letter can be found in Scholarship Central under the "My Applications" tab.

You can view the details of this award by visiting the following link:

[https://vt.academicworks.com/opportunities/28179/applications/2490061/offer?email\\_id=\[REDACTED\]](https://vt.academicworks.com/opportunities/28179/applications/2490061/offer?email_id=[REDACTED])

Please contact the University Scholarships and Financial Aid if you have any questions.

**University Scholarships and Financial Aid**

Student Services Bldg, Suite 200, Virginia Tech (0222)

800 Washington Street SW

Blacksburg, Virginia 24061

(540)231-5179

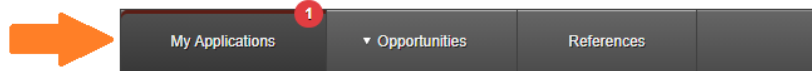
[scholarships@vt.edu](mailto:scholarships@vt.edu)

[www.finaid.vt.edu](http://www.finaid.vt.edu)

Students may click on the link in the email, which will redirect back to Scholarship Central to allow the student to accept the award. Alternatively, students may follow these steps:

- 1.) After logging into Scholarship Central (<https://vt.academicworks.com/>), students may either click on the banner at the top of the screen or on "My Applications" to access the acceptance screen.

✓ You have received an award offer: Test Scholarship 10! Please [review the offer](#) to accept or reject the award.



2.) If students click on the banner, they will be taken to the offer screen (see screenshot 3). If students click on “My Applications”, they will need to then select the “Accept” button as seen below.

#### Status

Reference Letters Submitted 2 of 3

General Applications Submitted 2 of 2

Offers Accepted/Declined 0 of 1

#### Needs Attention ⓘ

Test Scholarship 10

Offered \$1,000.00  
Deadline 01/22/2021

Accept



3.) On the offer screen, students can read the terms of the award and either accept or decline the award.

Offer Letter Details


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### Test Scholarship 10

Congratulations on your award from the Test Scholarship 10. General Scholarships may be awarded based on specific criteria including academic achievement, financial need, extra-curricular activities, and community involvement. General Scholarships require a thank you letter to maintain scholarship eligibility. By accepting this scholarship, you understand the funds will not credit to your student account until a scholarship thank you letter is complete. Instructions for completing your thank you letter can be found in Scholarship Central under the "My Applications" tab.

Please contact the University Scholarships and Financial Aid if you have any questions.

**University Scholarships and Financial Aid**  
 Student Services Bldg, Suite 200, Virginia Tech (0222)  
 800 Washington Street SW  
 Blacksburg, Virginia 24061  
 (540)231-5179  
 scholarships@vt.edu  
 www.finaid.vt.edu



Accept Decline

- 4.) After accepting the award, students will be prompted to complete supplemental question(s), including writing a thank you letter to donors. Students can type the thank you letter directly into the text box, then click "Finish and Submit". Completed thank you letters will be reviewed and applied to financial aid awards within 1-2 weeks.

#### Supplemental Questions

\* Please type your thank you letter in the area provided. General Scholarships will not be applied to a university bill until a formal letter of thanks is received. Instructions on what to include in your thank you letter can be found in the help text (by hovering over the question icon) or by reviewing the instructional thank you letter tips, located here: [Thank you letter guidelines](#)

**B** *I* ☰ ☱
Help Preview Edit

Words Used: 0 out of 1000 Example Formatting: **\*bold\***, *\_italics\_* Full Screen 

Tips to assist you in preparing your letter: Use the scholarship name provided for your Salutation. (Example: Dear Dr. Smith Scholarship Committee). Mention the name of the scholarship in your letter. Express your gratitude for the scholarship. Use the words, "thank you." You may want to provide information about yourself to include your major, your hometown, your special interest, your campus activities, your goals, or why you selected Virginia Tech. Tell the donor how this scholarship will help you - particularly how it will help you reach your goals. Be clear and concise. Include a proper closing (such as "Sincerely"). Do not include the date or scholarship amount on your thank you letter. Check your spelling and grammar carefully. Double check to be sure that you spell the donor's name and scholarship name correctly. Your letter should be no less than one complete paragraph in length. Do not reference the scholarship amount you've received or the date in your thank you letter. Please contact the University of Scholarships and Financial Aid for additional questions: [finaid@vt.edu](mailto:finaid@vt.edu) (540) 231-5179

Save and Keep Editing Finish and Submit

## V. Troubleshooting Issues

### Signing In

#### **Prospective Students:**

Prospective students should be able to log in to VT Scholarship Central 1-3 business days after submitting an application for admission.

- Day 1 – Apply for admission
- Day 2 – Create login credentials for applicant portal. Once you are logged into your applicant portal, click the “Scholarship Central” link.
- Day 3-4 - You may also use your credentials to log in directly to your applicant portal and select the “Scholarship Central” link to access the scholarship portal.

If you are having trouble logging in, confirm the following:

1. You are able to log in to your applicant portal: <https://admit.vt.edu/portal/status>. If not, please refer to the email you should have received after submitting the application for admissions with instructions on creating this account.
2. You are using the same email and password to log in to Scholarship Central as you use to log in to your applicant portal.
3. If you cannot login after 3 business days of creating your applicant portal, send a screen shot of the error message to [scholarships@vt.edu](mailto:scholarships@vt.edu).

#### **Current Students:**

Current students should always be able to log in to VT Scholarship Central.

If you are having trouble logging in, confirm the following:

1. Your VT PID username and password are working. Are you able to log in to Hokie SPA?
2. You are using the same VT PID username and password to log in to Scholarship Central.
3. If you are still having trouble, send a screen shot of the error message to [scholarships@vt.edu](mailto:scholarships@vt.edu).

### Populating a College Application

All students will see the General Application.

College Applications (College or Department-level applications) **will not appear for prospective students until the General Application has been submitted and you have selected a college on the question asking “Which college and/or department would you like to apply for scholarships?”**

**Some students may not see a College Application.** (Some colleges are not using one, or the application may not be open at that time.) College Applications are typically used for groups of students from a single college, but a few departments (e.g., Department of Accounting & Information Systems) will have their own application.

Please check the main landing page to see a list of colleges that have applications currently open.