



STARS Online  
Scholarship Tracking and Review System

**Pursue your Dreams**

Many scholarships are available through the Rhodes State College Foundation and through external sources for students. Applications for scholarships are available January 2012 and provide funding for the upcoming academic year.

STARS Online is the process for submission of Foundation Scholarship Applications to Rhodes State College.

Please read this important information that will help you complete the online application process. This document will help you through the STARS Online Scholarship process. Any information in **RED** provides **very important information** for your use. The screens used in the Tutorial are for examples only.

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## Important Information

There are some **very important** things you must know to submit scholarship applications through the STARS Online system:

STARS Online  
Scholarship Tracking and Review System

Pursue your  
Dreams

Login to STARS Online

User Name: studentgoodwin

Password: .....

Remember My Login

Clear Submit

Forgot My Password

If you are not Registered,  
Please click on the "Start Here" button.  
\*Please see system requirements below for best performance.

START HERE

\*To ensure proper operation, please review these system requirements.

- Use Internet Explorer 6.0 or higher
- Allow pop-ups
- Enable cookies

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Rhodes State College

1) STARS Online Scholarships may be accessed with Internet Explorer, Safari, Chrome, or Mozilla/Firefox browsers. If you are having trouble with one, try a different web browser.

2) **Allow pop-ups on your computer.**

3) **Enable cookies on your system.**

If you have problems with any of these items, please contact your web provider. If you use a computer on campus at Rhodes State College, you may contact the Help Desk at (419) 995-8069 for assistance.

## Before you Apply:

1. Obtain a **working email address**. Your College email is best.
2. Obtain a **Rhodes State Identification number**. This number is assigned to you when you apply to Rhodes State College. If you do not yet have this ID Number, you will need to contact the Admissions Office (419) 995-8320 at Rhodes State College to submit your College Application and/or obtain your ID Number.
3. Know your academic plans. You will be required to identify a **major** and **degree or certificate** to complete the process.
4. Submit your **FAFSA** (Free Application for Federal Student Aid) , available online at [www.fafsa.gov](http://www.fafsa.gov) to be eligible for scholarships using financial need as criteria. The Rhodes State College school number for FAFSA application is 010027.
5. Complete two **FERPA Release Forms** to give to those you ask to submit Recommendation forms or letters.
6. Ask at least two persons to complete **Recommendation** forms or letters for you. Some scholarships identify specific persons to provide these recommendations such as your program chair or clinical instructor. Teachers, counselors, and employers generally are good choices for recommendations. The forms are available online at [www.RhodesState.edu/scholarships](http://www.RhodesState.edu/scholarships).
7. You will be required to complete at least one 500-word **personal statement** responding to the following: “Pick an experience from your own life and explain how it has influenced your development. In addition, how will receiving a scholarship help you meet your educational and career goals?” **Prepare this personal statement prior to logging in to the STARS Online system.** (Contact Rhodes State College Learning Center for assistance in writing a personal statement.)
8. Prepare a **Professional Resume**, which includes your activities, honors, and community service, highlighting current and past employment with a brief job description. (Contact Rhodes State College Career Services for help in preparing a professional resume.)

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To login to the STARS Online system, enter the following address in your web browser:

[www.rhodesstate.edu/scholarships](http://www.rhodesstate.edu/scholarships)

As you proceed through the application process, if you have questions that are not answered by this Tutorial, please call Julie Herbst, Financial Aid, at (419) 995-8070.

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The first time you enter the STARS Online system, click **START HERE** to create your account.

**Please note:** Once your User Name and Password are entered, click **Submit** to edit your information, NOT “Start Here” or you will not be able to access any previously entered information.

Login to STARS Online

User Name: studentgoodwin

Password: ●●●●●●●●●●

Remember My Login

Clear Submit

Forgot My Password

If you are not Registered,  
Please click on the "Start Here" button.

\*Please see system requirements below for best performance.

START HERE

## Personal Information

Once you enter your User Name and Password (your choice), **keep a record of the Username and Password** so that you may re-enter the STARS Online system. You will need to return to the system to complete certain elements of the application process.

**Knowingly providing false information will automatically disqualify you from any scholarship awards.**

**\* IMPORTANT!** Please provide a **valid e-mail address**. Your logon identification will be sent to this address. All scholarship award letters and other communications regarding the Foundation Scholarship application process will be sent via e-mail, so **PLEASE** be **SURE** that the e-mail address you provide is correct.

All information provided must be accurate – some scholarships are awarded based on the criteria you enter here.

Required fields are indicated by an \*.

The **RSC** (Rhodes State College) **Student ID#** is assigned to you when you apply to Rhodes State College. If you do not yet have this ID Number, you will need to contact the Admissions Office (419) 995-8320 at Rhodes State College to submit your College Application and/or obtain your ID Number.

**Application Progress**

- ✓ Personal Information
- ✓ Opening Questionnaire
- ✓ Academic Information
- ✓ Personal Statement & Professional Resume
- ✓ Attach Documents

Recommended Scholarships  
Log Out

### Scholarship Application - Personal Information

This wizard will help you to set up your application and help determine your best scholarship options.

RSC Rhodes State College encourages scholarship applications from qualified students regardless of color, race, religion, national origin, gender, disability, or marital status. As of January 2012 the number and amount of awards is subject to change.

#### Personal Information

Please fill out all required fields to the best of your ability and click "Save and Continue" to proceed to the next part. Type 'N/A' if the question does not apply. Do not leave it blank. You can also save your progress and exit the system by clicking the "Save and Exit" button. You can return any time to complete the process.

\* First Name: Lynette Middle Name: Last Name: Goodwin

\* Gender: Female \* Ethnicity: Other

\* Country: United States of America

\* Address 1: 4240 Campus Drive Address 2: PS 216

\* City: Lima \* State: Ohio \* County: ALLEN \* Zip Code: 45804-0000

\* Home Phone: (419) 995-8044 Work Phone: Cell Phone: (419) 305-0401

\* RSC Student ID #

\* IMPORTANT! Please provide a valid e-mail address. Your logon credentials will be sent to this address. All scholarship award letters will be sent via e-mail, so PLEASE be SURE that the e-mail address you provide is correct.

\* Email Address: goodwin.l@rhodesstate.edu \* Confirm Email: goodwin.l@rhodesstate.edu \* Date of Birth: 09/28/1970

\* Username: goodwinpractice \* Password: \* Confirm Password:

Save and Exit Save and Continue

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Rhodes State College

## Opening Questionnaire

Read each question carefully before answering.

Additional questions will appear as you click on your answers.

If you are unsure of your program of study area, please check the current Rhodes State College catalog and look up your program of study area based on your major.

**When completing each section of the application, you must click “Save and Exit” or “Save and Continue” or your progress will not be saved.**

The screenshot displays the STARS Online Scholarship Tracking and Review System interface. The header includes the STARS Online logo and the text "Scholarship Tracking and Review System". On the left, an "Application Progress" sidebar lists several steps: Personal Information, Opening Questionnaire (highlighted with a green checkmark), Academic Information, Personal Statement & Professional Resume, Attach Documents, Recommended Scholarships, and Log Out. The main content area is titled "Scholarship Application - Opening Questionnaire" and includes a sub-header: "This wizard will help you to set up your application and help determine your best scholarship options." Below this, the "Opening Questionnaire" section contains the following text: "Please fill out all required fields to the best of your ability and click 'Save and Continue' to proceed to the next part. You can also save your progress and exit the system by clicking the 'Save and Exit' button. You can return any time to complete the process." The form includes several questions with radio button options: "Please select your student type from the list below:" with options for Current High School Student (not PSEOP or Tech Prep), PSEOP or Tech Prep student, Current Rhodes State Student, and Other (selected); "Do you plan to attend Rhodes State College fall semester 2012?" with options for Yes (selected) and No; "Have you submitted your 2012-2013 FAFSA application? (Students must submit to be eligible for scholarships unless otherwise noted in the scholarship description in the Recommended Scholarships description.)" with options for Yes, Will Complete (selected), and No; "What is your program of study?" with options for Allied Health, Arts & Sciences (selected), Business & Public Services, Information Technology/Engineering Technology, Nursing, and Undecided; and "Please click Save and Continue below." with the option for Ok (selected). At the bottom of the form are two buttons: "Save and Exit" and "Save and Continue". A copyright notice at the very bottom reads "©Copyright 2011 Think Education Solutions, LLC. All Rights Reserved."

## Academic Information

If all required fields are not completed, when you click “Save and Continue” the fields indicated will need to be completed. If you are unsure of the answers, you have two options:

1) Enter a number, click “Save and Continue” to proceed through the application process and then obtain the information and return at a later time to enter the correct information, OR

2) Click “Save and Exit”, obtain the information and complete the application at a later date.

**Remember, knowingly providing false information will automatically disqualify you from any scholarship awards,** so you must return to the system and enter the correct information at a later date.

Not all high schools are listed in the drop-down list. If you do not see your high school listed, please select “OTHER SCHOOL NOT LISTED”.

For current student’s **Student Grade Status**, enter your approximate grade status based on the number of credit hours you have completed:

0-30 college credit hours completed = Freshman

31+ college credit hours completed = Sophomore

## Personal Statement & Professional Resume

All scholarship applications require a personal statement. When you get to the [Recommended Scholarships](#) list, some scholarships require a more specific personal statement in addition to the Personal Statement & Professional Resume (as shown below).

In the **Before You Apply** section of this tutorial (page 3), #7 advises you complete the Personal Statement in Word. Copy and paste your Personal Statement from Word into the appropriate section.

If you have not prepared your Personal Statement in Word, enter your answers in each section. As you work on the Personal Statement, you may be timed out of the system, depending on your system settings. **If you type your Personal Statement and don't click "Save" you will lose the information entered.** Our recommendation is to:

- 1) Type in "will complete later" in order to continue the application process.
- 2) Click "Save and Continue" to continue with the application or "Save and Exit" to exit the STARS Online system.
- 3) Type the answers to the Personal Statement & Professional Resume section in another document, such as Word, open that document, then copy and paste into the Personal Statement & Professional Resume section form on the STARS Online system. Ensure your answers are free of errors.

**STARS Online**  
Scholarship Tracking and Review System

**Application Progress**

- ✓ Personal Information
- ✓ Opening Questionnaire
- ✓ Academic Information
- ✓ Personal Statement & Professional Resume
- ✓ Attach Documents

Recommended Scholarships

Log Out

**Scholarship Application - Personal Statement & Professional Resume**

This wizard will help you to set up your application and help determine your best scholarship options.

**Personal Statement & Professional Resume**

Your answers to the following questions will help the Scholarship Selection Committee decide which applicants best meet the eligibility requirements for each scholarship. Please respond in complete sentences. We recommend you cut and paste your answers from a Word document because this page may timeout. It's the **quality**, not the length, of your responses that counts! Do not leave it blank.

Click "Edit" to enter or paste your responses. To continue with the application process you may enter "will complete" until you are ready to copy your responses from a Word document. Contact Rhodes State College Career Services for help in preparing a professional resume. Contact Rhodes State College Learning Center for assistance in writing a personal statement.

1. Complete a personal statement in the space below, responding to the following: "Pick an experience from your own life and explain how it has influenced your development. How will receiving a scholarship help you meet your educational and career goals?" [Edit ▶](#)

Will complete later

2. To qualify for scholarships, you must complete a professional resume which should highlight current and past employment with brief job descriptions and should include activities, honors, and community service. Please copy and paste your resume here. [Edit ▶](#)

Will complete later

[Save and Exit](#) [Save and Continue](#)

## Upload /Attach Documents

Recommendation forms can be obtained from the Rhodes State web site at [www.RhodesState.edu/scholarships](http://www.RhodesState.edu/scholarships). You may either submit your Recommendation forms or letters to the Financial Aid Office at Rhodes State College (Public Service Building Room 150) or upload the completed Recommendations here. Some of the scholarships on the “Recommended Scholarships” list may require Recommendations from specific persons such as clinical instructors or the chair of your major. Our suggestion to you is to click “Save and Continue” your first time through and then obtain the two or more Recommendations and submit before the deadline.

**It is your responsibility to ensure the Recommendations have been received by the Financial Aid Office by the March 2, 2012 deadline. Review this screen in STARS Online to view submissions.**

**STARS Online**  
Scholarship Tracking and Review System

### Application Progress

- ✓ Personal Information
- ✓ Opening Questionnaire
- ✓ Academic Information
- ✓ Personal Statement & Professional Resume
- ✓ Attach Documents

Recommended Scholarships

Log Out

## Scholarship Application - Attach Document

This wizard will help you to set up your application and help determine your best scholarship options.

### Document Instructions

Please upload or submit to the Financial Aid Office, PS 150, two recommendation forms or letters from your advisors, instructors, or others well acquainted with your work and character. Recommendations should address personal attributes including academic ability, leadership, character and public service. Forms are available in the Financial Aid Office or online.

### Available Document Space

Space Usage: 0 Bytes

0% of 10 MB

Download Upload Delete


File Name	File Size	Date Modified
There are currently no files assigned to this repository. <a href="#">Click here to upload a file</a>		

Save and Exit Recommendation Letters Save and Continue

## Recommended Scholarships

This wizard will help you to set up your application and help determine your best scholarship options. **When you reach this page, you have not yet applied for any scholarships.** The information you have provided up to this point will help determine the scholarships for which you may qualify. You will need to click [Apply Now >>>](#) for each scholarship for which you are interested applying.

**IMPORTANT: You must click [Apply Now >>>](#) to view and complete the scholarship application process.**



### Scholarship Application - Recommended Scholarships

This wizard will help you to set up your application and help determine your best scholarship options. **TO COMPLETE THE APPLICATION PROCESS YOU MUST CLICK THE "APPLY NOW" BUTTON FOR EACH SCHOLARSHIP FOR WHICH YOU WISH TO BE CONSIDERED.**

#### Personal Information

Lynette Goodwin  
"R00000001"  
4240 Campus Drive  
PS 216  
Lima OH 45804-0000  
ALLEN  
Home Phone: (419) 995-8044  
Work Phone:  
Cell Phone:

[Edit](#)

#### Academic Information

School: James A Rhodes State College  
Graduation Date: 06/2013  
GPA: 3.20  
College Major: Networking  
College Degree: Associates

[Edit](#)

### Recommended Scholarships

Based on the information you have provided, here are the scholarship programs that offer the best chance for success. Click the "Apply Now" button next to the scholarships that you would like to apply for, or click "View All Scholarships" to see all scholarships.



David and Marie Steiner Scholarship	<a href="#">Apply Now &gt;&gt;&gt;</a>
Distance Education Scholarship	<a href="#">Apply Now &gt;&gt;&gt;</a>
George B. Quatman Scholarship	<a href="#">Apply Now &gt;&gt;&gt;</a>
Jack and Margaret Howell Putman County Scholarship	<a href="#">Apply Now &gt;&gt;&gt;</a>
James J. Countryman Scholarship	<a href="#">Apply Now &gt;&gt;&gt;</a>
Kito Christian Shane McCurdy Scholarship	<a href="#">Apply Now &gt;&gt;&gt;</a>
Lima Elks Fifty Four Scholarship Fund	<a href="#">Apply Now &gt;&gt;&gt;</a>
Lyle and Judy Gilbert Scholarship	<a href="#">Apply Now &gt;&gt;&gt;</a>
McClain/Marshall Scholarship	<a href="#">Apply Now &gt;&gt;&gt;</a>
Memorial Scholarship	<a href="#">Apply Now &gt;&gt;&gt;</a>
Norman and Margaret Browning Scholarship	<a href="#">Apply Now &gt;&gt;&gt;</a>

[View Scholarship Status](#) [Done Applying for Scholarships](#)

## Scholarship Criteria/Eligibility Requirements

This page details the requirements of each of the scholarships for which you may qualify. **Please make sure you review and complete each of the scholarship eligibility requirements and check ✓ all that apply for each of the scholarships you are applying.**

**Knowingly providing false information will automatically disqualify you from any scholarship awards.**



### Gilbert Scholarship

The Gilbert Scholarship Fund was established by friends of the College Lyle and Judy Gilbert. This scholarship is to assist non-traditional (age 21 or over) students in obtaining a new career or receive additional job training. The recipient must have a demonstrated financial need.

Application Deadline:	03/02/2012
Number of Awards:	1
Amount of Award:	\$500.00

**Scholarship Eligibility Requirements:**

1. I am at least 21 years of age, self-supporting and an independent student according to my FAFSA application.
2. I have a 2.5 cumulative GPA or above.

**\*Please Check All That Apply.**

I am at least 21 years of age, self-supporting and an independent student according to my FAFSA application. **(Required)**

I have a 2.5 cumulative GPA or above. **(Required)**

I confirm that I meet **ALL** the eligibility requirements listed above for this scholarship.

In submitting this application, I agree to release my records to scholarship donors if requested.

I hereby authorize release of information contained in this application, my academic transcript, and any additional information to scholarship donors and to the Scholarship Selection Committee.

[Return to Scholarship Search](#) [Cancel](#) [Apply Now](#)

You may submit and are encouraged to submit as many applications as you like and for which you are recommended.