

## one stop – competitive scholarships



d) Are you, or your parent(s), an Aquila customer? If so, please indicate your account number (*Aquila Scholarship*):

e) Are you the designated beneficiary of a MOST program account (Missouri's 529 College Savings Plan) that has been in effect for at least five years? If so, enter the follow:  
 MOST Account Owner:   
 MOST Account Number:

5. Please complete your list of references.  
 It is recommended that you use professionals (i.e. teacher, counselor, group leader, employer).

**Reference #1**

First Name  Last Name  Phone Number (xxx-xxx-xxxx)

Occupation  Email Address

**Reference #2**

First Name  Last Name  Phone Number (xxx-xxx-xxxx)

Occupation  Email Address

**Reference #3**

First Name  Last Name  Phone Number (xxx-xxx-xxxx)

Occupation  Email Address

## one stop – competitive scholarships



**NOTE: Some scholarships have separate application processes or additional criteria. Please contact the appropriate office for more information on these scholarships. These scholarships include:**

Name	Criteria	Contact
Golden Griffin Scholarship <i>You can apply for this scholarship through your ONE STOP account.</i>	Full-time student, 27 ACT and <b>either</b> rank in top 10% of your class <b>or</b> GPA of 3.5, as well as involvement in extracurricular activities and community service, and complete a personal interview.	Honors Office - 816.271.4535
Art Scholarships	In addition to this form, you must also submit an art portfolio.	Art Department - 816.271.4282
Government, Social Work & Sociology (Opal Kearby Scholarship)	Must submit the names of two references and compose a separate essay. For specific criteria, <a href="#">download the Opal Kearby Scholarship Application</a> .	Government, Social Work & Sociology Department - 816.271.4340
History, Philosophy, Geography (Opal Kearby Scholarship)	Must submit the names of two references and compose a separate essay. For specific criteria, <a href="#">download the Opal Kearby Scholarship Application</a> .	History, Philosophy, & Geography Department - 816.271.5688
Music Participation Grants	<a href="#">Click here to complete the Music Scholarship/Grant application to begin this process.</a>	Music Office - 816.271.4420
Computer Science and Mathematics Scholarship Program	Full-time student, declared major in computer science or mathematics, 3.0 cumulative GPA. <a href="#">For more details, click here.</a>	Debra Becker - 816.271.4370

Some scholarships require a separate application due to deadlines or other criteria needed ...

... but there aren't too many of them

[Save/Submit My Application](#)

## one stop – competitive scholarships



<b>Admissions</b> <a href="#">Visit Website</a> Priority Deadline: November 15, 2008 Application received: 10/6/2008 Semester to enroll: Fall 2009 My admission status: UNDER REVIEW <b>Your Options</b> <a href="#">View My Admissions File</a> <a href="#">Apply for a Different Semester</a> <a href="#">Download Transcript Request Form</a> <a href="#">Withdraw Application for Admission</a> <a href="#">What documents are required?</a>	<b>Financial Aid</b> <a href="#">Visit Website</a> Priority Deadline: March 1, 2009 <b>Your To-Do List</b> <a href="#">Complete the Free Application for Federal Student Aid (FAFSA)</a> <a href="#">Search for External Scholarships</a> <a href="#">Cost, Scholarship &amp; Aid Calculator</a> <a href="#">Financial Aid Need Estimator</a>	<b>Housing</b> <a href="#">Visit Website</a> Priority Deadline: April 1, 2009 <b>Your To-Do List</b> <a href="#">Apply for On-Campus Housing</a> OR <a href="#">Request On-Campus Housing Waiver</a> <b>Your Options</b> <a href="#">First Year On-Campus Housing Requirement</a> <a href="#">View Housing Information Sheet</a> <a href="#">What immunizations are required?</a>
<b>Competitive Scholarships</b> Deadline: March 1, 2009 Application updated: 10/7/2008 Letters of Reference received: 0 Scholarship Essays received: 0 <b>Your Options</b> <a href="#">Update my Scholarship Application</a> <a href="#">Request Letters of Recommendation</a> <a href="#">Submit Scholarship Essay(s)</a> <a href="#">View References/Essays Received</a>	<b>Honors Program</b> <a href="#">Visit Website</a> Priority Deadline: June 1, 2009 Requirements: 26 ACT, 3.5 GPA <b>Your Options</b> <a href="#">Apply for the Honors Program</a> OR <a href="#">Apply for the Honors Program and the Golden Griffon Scholarship</a> If you have questions about your Honors or Golden Griffon application, please contact the Honors Office at 816-271-4335.	<b>Academics</b> <a href="#">Visit Website</a> <a href="#">View Course Schedule(s)</a> <a href="#">View University Catalog</a> According to your application for admission, you are interested in a degree from the <b>Nursing Department</b> . Click on one of these degrees for more information about the program and a plan of study: <a href="#">Health Information Technology</a> <a href="#">Nursing (BSN)</a> <a href="#">Browse other majors at Western</a>

Once a student initially saves their scholarship application, they can access additional scholarship tools

**Dates & Deadlines**

November 1  
 Priority Admissions Deadline for Spring 2009

**New Student Checklist**

- ✓ Apply for Admission to Western
- ✓ Complete your application for scholarships - you can continue to update application until the deadline. All letters of reference and essays MUST be submitted online using the appropriate links

## one stop – reference letters



**Reference Letter Request Instructions**

Using this form, you can request three (3) letters of reference which will allow you to qualify for any scholarship that requires letters of reference.

**Here's how the process works:**

- 1.) **Complete the form below** by verifying your references' information and adding your own personal message to each reference.
- 2.) **Click the "Send Reference Request" button** at the bottom of the form, and a personalized email will be sent to your references (you will receive a copy of the email as well) along with a link that will allow them to submit your letter of reference online through our website.
- 3.) **When your reference clicks on the link**, they will be directed to a site that will allow them to copy and paste their reference letter into a form and then submit their letter.

**NOTE: ALL letters of reference must be submitted online using this request form. We will not accept hard copies of reference letters.**

[Click here to view a list of the scholarships that require letters of recommendation](#)

**Reference Request for:** \_\_\_\_\_

**Reference #1:** It is recommended that you use professionals (i.e. teacher, counselor, group leader, employer).

Do you want to send a reference letter request to this person?  Yes  No

First Name

Last Name

Occupation

Phone Number  (\_\_\_\_\_) \_\_\_\_\_

The reference letter request tool is designed to eliminate hard copy letters of reference

The form will be pre-populated with the references from their scholarship form

## one stop – reference letters

Email Address

**Enter Your Personalized Message to this Reference**

Write your message just like you would if you were emailing this person

**Reference #2:** It is recommended that you use professionals (i.e. teacher, counselor, group leader, employer).

Do you want to send a reference letter request to this person?  Yes  No

First Name

Last Name

Occupation

Phone Number  (xxx-xxx-xxxx)

Email Address


**Enter Your Personalized Message to this Reference**

Write your message just like you would if you were emailing this person

**Reference #3:** It is recommended that you use professionals (i.e. teacher, counselor, group leader, employer).

Do you want to send a reference letter request to this person?  Yes  No

First Name



The student has the ability to personalize a message to each reference

A personalized email will be sent to each reference along with a link for them to come back to our site to submit their letter

## one stop – scholarship essays

### Submit a Scholarship Essay

Some scholarships require essays. To submit an essay for a scholarship, simply select the scholarship from the dropdown box and then copy and paste your essay into the appropriate box below. Simple as that!

Select a Scholarship:


**Essay Criteria:** When you choose a scholarship above, the essay criteria will appear here.

**Type, or copy and paste, your essay into this box:**

(to paste, press 'Ctrl + V', or select 'Edit' from your browser menu and click 'Paste')

**Note: Once you submit your essay, there is no way to access it for corrections, so be sure the essay is EXACTLY the way you want the Scholarship Committee to see it.**

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The essay tool allows students to view scholarships that require separate essays and submit their essays

## one stop – monitoring letters and essays



**Your Options**  
[View My Admissions File](#)  
[Apply for a Different Semester](#)  
[Download Transcript Request Form](#)  
[Withdraw Application for Admission](#)  
[What documents are required?](#)

[Search for External Scholarships](#)  
[Cost, Scholarship & Aid Calculator](#)  
[Financial Aid Need Estimator](#)

[Request On-Campus Housing Waiver](#)  
**Your Options**  
[First Year On-Campus Housing Requirement](#)  
[View Housing Information Sheet](#)  
[What immunizations are required?](#)

**Competitive Scholarships**  
**My Competitive Scholarship Status - Paige**

<b>Deadline:</b> March	<b>Letters of Reference requested:</b> None requested
<b>Application update:</b>	<b>Scholarship Essays received:</b> None submitted
<b>Letters of Reference:</b>	
<b>Scholarship Essays:</b>	
<b>Your Options:</b>	
<a href="#">Update my Scholarship</a>	
<a href="#">Request Letters of Reference</a>	
<a href="#">Submit Scholarship Essays</a>	
<a href="#">View References/Status</a>	

Students can monitor the status of their reference letters and which scholarship essays they have submitted

**Dates & Deadlines**  
**Monday through Friday**  
 Campus Visits available - Click on Visit for more information

**New Student Checklist**

- ✓ **Apply for Admission to Western**
- ✓ **Complete your application for scholarships** - you can continue to update application until the deadline. All letters of reference and essays MUST be submitted online using the appropriate links available under the Competitive Scholarships section above once your scholarship application has been saved/submitted.
- Submit your Free Application for Federal Student Aid (FAFSA)** as soon as your and/or your parent's taxes are completed. It is in your best interest to get this process started ASAP or risk missing out on grants, scholarships, loans, and work-study funds.
- Submit either an Application for University Housing** (and \$100

Note: students receive emails each time a reference letter is submitted

**News @ Western**

[Western, YWCA Host Women & Money Conference](#)  
[Night of the Living Dead to Be Performed](#)

## one stop – side note



**ONE STOP** Click here to go back to your ONE STOP

**WESTERN**  
 HONORS PROGRAM APPLICATION

In order for your application to be considered you must:

- be accepted as a degree-seeking student at Missouri Western State University;
- have a 26 or higher ACT composite score and a 3.5 or higher cumulative high school GPA;
- forward your application to Honors Program Director,  
 Missouri Western State University, 4525 Downs Drive, St. Joseph, Missouri 64507-2246.

Please Type or Print

Student Information:  
 Name: \_\_\_\_\_

To ensure applicants don't "get lost" when downloading documents or navigating to other sites external to the One Stop, a top banner has been added

one stop – not seen in this presentation



### Other Features

- Once student is eligible for registration program, message and link appear on their One Stop

### Behind the Scenes Tools

- One Stop Lookup tool used to answer questions over the phone
- Reporting site for Registration RSVPs

one stop – upcoming enhancements



- View acceptance letter once sent
  - Letter will be dynamically written based on information from Banner and acceptance letter/scholarship database
  - Working on how to encrypt a confirmation code to eliminate fraud
- Online Housing Application form
- Transfer student degree audit
  - Banner version not accessible for recruits

one stop – question & answer



## Question & Answer

### Contact Info

Tyson Schank

Associate Director, Admissions

[tschank@missouriwestern.edu](mailto:tschank@missouriwestern.edu)

816-271-4260