

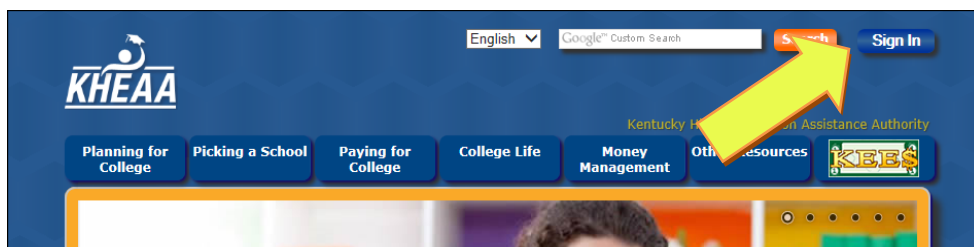
## Scholarship Programs for Dual Credit Students - Preferences & Completion of Application

There are two different scholarship programs for Kentucky high school students enrolled in dual credit coursework during the 2019-2020 academic year. Students in grades 11 or 12 can use the Dual Credit Scholarship (DCS) program to pay tuition for up to two (2) dual credit courses. Students in grades 9-12 who are taking Career and Technical Education dual credit can use the Work Ready Dual Credit Scholarship (WKDC) program to pay tuition for two (2) dual credit courses. DCS provides funds for two scholarships per student. WKDC provides two scholarships each year.

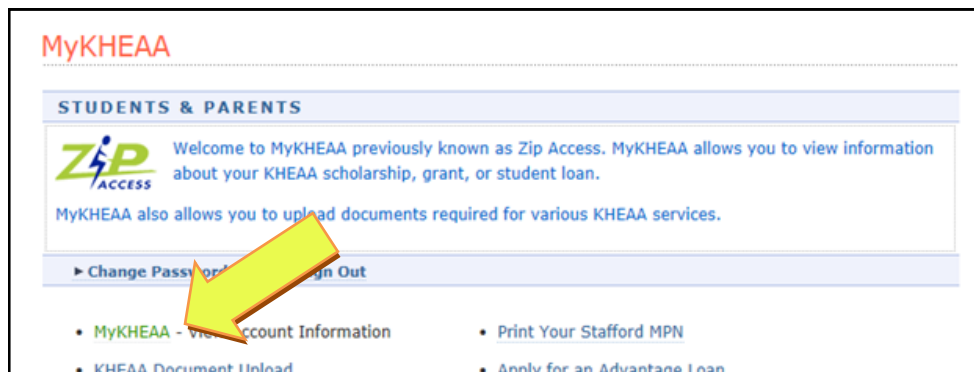
Your Kentucky high school will begin the application process by submitting information to the Kentucky Higher Education Assistance Authority (KHEAA). After receiving your school's information, KHEAA will determine the scholarship(s) you are eligible to receive and create a link on your MyKHEAA account for each scholarship program that applies. After that, you must go to KHEAA's website and sign in to your MyKHEAA account to complete the process. Instructions for telling KHEAA which college and semester you prefer for your scholarship(s) are below.

**Note, you WILL NOT be considered for scholarship funding UNTIL AFTER you submit your scholarship preferences on KHEAA's website.**

**Step 1:** Go to [www.kheaa.com](http://www.kheaa.com). Click on the 'Sign In' link to go to your MyKHEAA account. If you are a first time user, you will need to click on 'Sign In', then 'Register' to set up your MyKHEAA account.

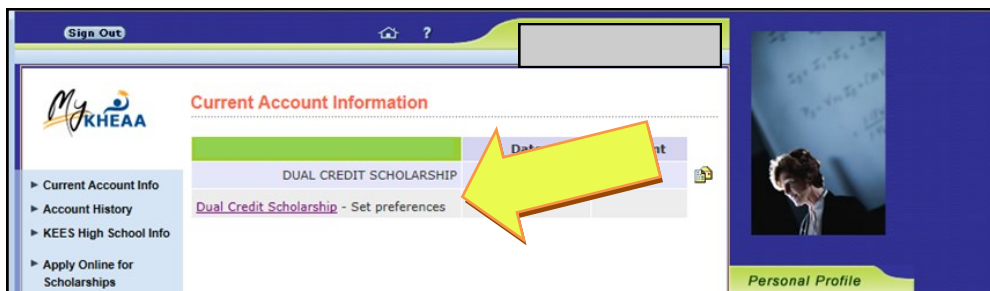


**Step 2:** Click on the 'MyKHEAA' link to access your account.



**Step 3:** Click on the 'Set preferences' link for each scholarship program that appears on your Current Account Information screen. **If you do not see the link(s) you need, contact KHEAA customer service at (800) 928-8926.**

Note, the "Apply Online for Scholarships" section contains applications for other programs that are not related to DCS and WKDC. Only the set preference links on your current account page can be used to submit your request for DCS and/or WKDC.



**Step 4:** Follow the instructions to set your Dual Credit Scholarship and/or Work Ready KY Scholarship preferences. Click the 'Submit Scholarship Request' button when you are finished.

**MyKHEAA** Set Dual Credit Scholarship Preferences

Congratulations! Your high school has identified you as a candidate for the Dual Credit Scholarship. In order to move you forward in the award process, KHEAA needs to know when and where you would like to apply your scholarship. Please complete the information below to set your scholarship preferences. KHEAA will notify you of your scholarship award or denial status within two weeks of your submission of this information.

Feel free to contact KHEAA at (800) 928-8926 if you have questions or need assistance.

Number of scholarships available: 2

Number of scholarships you would like to receive during the 2017-2018 academic year: 2

**SCHOLARSHIP #1**

Select the college for your scholarship: NORTHERN KENTUCKY UNI

Which semester are you taking the scholarship class? Fall

**SCHOLARSHIP #2**

Select the college for your scholarship:

Which semester are you taking the scholarship class?

Submit Scholarship Request

**Step 5:** On the next screen, review your information to make sure it is correct. If everything is good, click on the 'Confirm Preferences' button to complete your submission. If you need to make changes, click the 'Edit Preferences' button to go back to the previous page. Do not click on the back arrow at the top of your browser window.

Edit Preferences Confirm Preferences

**Step 6:** You will receive a confirmation page when the process is complete. KHEAA will notify you when scholarship award decisions are finalized.

**MyKHEAA** Dual Credit Scholarship

Your scholarship preferences have been successfully submitted!

**What's next?**

KHEAA will notify you when award decisions have been made. If you are awarded a scholarship, the college you have selected will also be notified of your award status. You may also check your MyKHEAA account for scholarship updates.

**Personal Profile**

**NOTE:** DCS and/or WKDC can be requested in any combination to meet your academic needs. If you are submitting preferences for both programs, you'll need to go through the process once using the DCS link and then again using the WKDC link. Keep in mind that WKDC can only be used for qualifying Career and Technical Education dual credit courses. DCS can be used for any dual credit courses, General Education or Career and Technical Education.