



How to apply for ACE Scholarships

You can access the application for ACE Scholarships by clicking on the link provided on the ACE website. **ACE Scholarship**: <u>https://www.acescholarships.org/become-a-scholar</u>

*Please make sure you carefully review information provided on the website and on the landing page once you click the link to go to the application. Important information about what will be needed to complete the application will be provided.

Step 1: Logging In/Creating an Account



For Returning Applicants: If you already have a FACTS account simply "Sign In" to your account. All FACTS activity will be done through your existing account. If you are new to FACTS, you will click on "Create your Account".

Create Account	
Please enter your e-mail address.	
E-mail Address*	
Next Cancel	
Do not have an e-mail address?	

For New Applicants: To create your account you will provide an email address to verify you do not already have a FACTS account.

Once it is verified that you do not already have an account you will click "Create a new FACTS account".

Create Account	
Welcome! Thank you for using FACT	ĩS.
Please take a few moments to create a	a user account.
Create a new FACTS account	Already have an account with FACTS?

On the next screen you will be asked to create your username and password, as well as set up your security PIN and telephone questions. Please be mindful of the password requirements. Once all requirements are in green text, you have met all password requirements.

lloomamot	A De net instude analog in your persured.
Usemane	Confict include spaces in your password
	× Password must contain at least 8 characters
Password*	Password must contain at least one letter
	Password must contain at least one number
	Password must include at least one special character: !@#\$%^&*()_+
Confirm Password"	 Password must not have any invalid characters
	 Passwords are case sensitive
	Password cannot contain the username

Step 2: Starting the application

After logging in you will be asked to select the term you are applying for. Select 2023-2024 and click continue.

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	Signed in as Test	•
	•	Signed in as Test

Next, you will land in the application form. You will be able to track your progress through the application by the sections listed down the left-hand side. You will have to finish a section in its entirety before being able to For assistance filling out your application, contact FACTS at 844-649-2921

move to the next one. However, you can navigate backwards by just clicking on the section name as needed. Your progress will be saved if you need to leave and return to the application at a later time.

If you are a returning applicant, the application will pre-fill the applicant, co-applicant (if applicable), and student section. The system will increment your student grade from the previous year, but please review this section to make sure all questions with the asterisk* have been updated.

Sections

Schools: This section will show the schools and program to which you are applying. To submit an application for all students at a specific school or group, please check the box next to school and group name. This ensures that your application is being shared with the school and ACE. The ACE Scholarships option will already be automatically selected when you come through the link from the ACE webpage. But please double check ensure that ACE Scholarships is selected. Then, simply click "Save & Continue" to move to the next section.



Applicant and Co-Applicant (If Applicable): Demographic information from your account will prefill in parts of the applicant section if you previously completed a FACTS application. You will want to make sure to go through and fill in any blanks. Required sections in each part of the application will be marked with an asterisk*. To move to the next section select "Save & Continue".

Students: In the student section, you will add <u>all</u> students for whom you would like to submit applications. Here you will provide demographic information related to the student. **In the school section you want to select the option for ACE Scholarships.** Then you will enter the student grade for the 2023-2024 school year to complete the student section. Once you are done with one student you can "Close Student Details" then "Add New Student" if needed. To move to the next section select "Save & Continue".

Schools						
Please select th	e school(s) where your student may a	tend in the 2023-2024 school year.				
ACE Contr	acted School					
* Grade	2nd	for 2023-2024				
ACE Partic	ipating School					
* Grade	2nd	for 2023-2024				
Organizations						
ACE Scholarships/Cornerstone Education Scholarship						
* First Choice	ACE Contracted School	·				
		Add New School				

Additional Questions: These questions will show up individually for each student on the application. Please enter the ethnicity, type of school the student attended in 2022-2023, the grade of the student in the 2022-2023 school year, name of the school the student attended in 2022-2023, and cell phone & email address (if applicable). To move to the next section select "Save & Continue".

FACT	S. ACE Scholarships	My Profile (i) Customer Service Structure Str
Home ▼ Grant & Aid ▼ Paym	ent Activity ▼ Notices ▼ Admin ▼ Reports ▼	Signed in as Alyson
Application Form	0	APPLICATION PREVIEW 2023-2024
 Schools Applicant Co-Applicant 	Additional Student Questions Required fields are marked with * Preview Student - ACE Scholarships/Corners * What type of school did this student attend in the 2022	stone Education Scholarship
4 Students5 Additional Questions	Public School * 2022-2023 School year grade:	~
6 Taxable Income Nontaxable Income Additional Questions	* Name of school where student attended during the 20	022-2023 School Year:
 9 Review 10 Submit 	Student Cell Phone number:	
	Student E-Mail address: 🛿	

Taxable Income: This section is going to collect data around how many people are in the household and the filing status for the applicant and co-applicant (if applicable). To move to the next section select "Save & Continue".

Application Form		
 Schools Applicant Students 	Taxable Income Required fields are marke Household * Number of adults living i	n this household? ?
 Additional Questions Taxable Income 	Select * Number of children living	y g in this household?
Nontaxable Income	Select	~
 a Annual Expenses a Additional Questions 	* Does the applicant file a	U.S. Federal Income Tax Return?
10 Review	* Applicant's adjusted gros	ss income from the most recent tax return 📀
	Do you own any of the fol Business Rental Property Partnership Farm S Corporation Estates and Trusts Previous Save & Co	lowing? ontinue Save & Exit

Non Taxable Income: In this section you will provide information on nontaxable income that is applicable to you, such as child support, TANF, SNAP, etc. After checking the box(es) to indicate what is received, you will then be able to provide a dollar amount and the frequency in which it is received. Next, you will indicate if any member of the household receives social security. If so, you will then enter the amount and frequency in which it is received. Once the section is completed, click "Save & Continue".

Ø	Schools	Nontaxable Income			
0	Applicant	Required fields are marked with * If you collect any nontaxable income, please select it below.			
Ø	Students	Alimony Received 😧			
Ø	Additional Questions	Enter Amount	per	Select	~
Ø	Taxable Income	Child Support			
6	Nontaxable Income	Temporary assistance for needy families (TANF) Welfare			
7	Additional Questions	Supplemental Nutrition Assistance Program (SNAP)			
8	Review	 Tuition support from friends/relatives/employers <i>i</i> Workers' Compensation 			
9	Submit	Housing Allowance (Military, Religious, Parsonage, etc.)			
		Tax-Exempt Interest			
		Other Nontaxable Income (e.g. Foster Care Allowance, VA Benefits, etc.) 2			
		Social Security 😧			
		If household members collect nontaxable social security income, please select it below.			
		Test Four			
		Test Student			
		Enter Amount	per	Select	~

Additional Questions: In this section, you will complete acknowledgements pertaining to ACE Scholarships by checking the acknowledgment box or use the space provided to respond to specific questions. Once each acknowledgement or question is answered, signed, and dated please select "Save and Continue" to move to the next section.

Review: This section will house answers to every section you have filled out on the application. Please carefully look over everything to confirm it is correct. Then to move to the next section select "Save & Continue".

Submit: This section will have access to the Terms and Conditions for the application. In order to submit your application, you must first view the terms and conditions link and read through to the bottom. After submitting your application, you will be taken to your documents section where you may begin submitting the required documentation.



If you are unable to finish the application for any reason, contact FACTS at 844-649-2921.