

Chipola College Foundation Scholarship Process

2026-2027

The Chipola College Foundation is excited to announce that we are now accepting scholarship applications for the 2026-2027 school year on our scholarship application website, Chipola Academic Works. There are more than 150 unique scholarship opportunities available, which will result in several hundred individual scholarship awards. **Most scholarships will have an application deadline of June 11, 2026.**

If you would like to apply for a Chipola College Foundation scholarship, please follow the steps below.

The Chipola Foundation Scholarship Process

STEP 1: APPLY FOR ADMISSION TO THE COLLEGE

This step is for students who are NOT already Chipola College students. New students must have applied for admission to Chipola College and received their student ID number and Chipola email address in order to apply for Foundation scholarships. Once a student applies for admission, they will be sent their student ID number to the email address they listed on the admissions application form. Students are encouraged to apply for college admission as soon as possible in order to receive their student ID number and Chipola email address in time to apply for scholarships. **Note: Students do not have to wait until they are officially admitted into Chipola College to apply for scholarships, but they must be admitted to later receive scholarships.** To apply for admission to Chipola College, please visit <https://www.chipola.edu/admissions/>

STEP 2: SIGN IN TO THE ONLINE FOUNDATION SCHOLARSHIP WEBSITE

Go to <https://chipola.academicworks.com/> and use the following instructions to sign in.

Current Students- You may sign in using the same username and password you use to access MyChipola (i.e. your Chipola email address and password).

New/Prospective Students- Please note that you must have applied to Chipola College prior to applying for scholarships on the Chipola Academic Works website. You will receive your Chipola email address and login credentials at that time and will use them to sign in to the online scholarship system.

To apply for Foundation scholarships on the Chipola Academic Works website, students must have access to a personal computer or cellphone. Students without a personal computer or cell phone can visit the Chipola library to use one of their computers or visit the Foundation Office to use the computer in our student workstation. If a student would like to use the computer in the student workstation at the Foundation Office, please call us at (850) 718-2404 to reserve a time to use the computer. Students who make a reservation to use the computer, should be on time to allow themselves adequate time to complete the application.

STEP 3: SUBMIT ONE OR MORE SCHOLARSHIP APPLICATIONS

There are several types of scholarship applications used by the Chipola College Foundation. **Students may apply for one or more of the following scholarship applications when the applications are open. Note: Excluding the Tyndall Federal Credit Union Scholarship application, applications are open during set times and are NOT always available.**

1. GENERAL SCHOLARSHIP APPLICATION:

The majority of the hundreds of individual scholarship opportunities offered by the Chipola Foundation are auto-matched through an applicant's submitted General Scholarship Application. Regarding auto-matched scholarships, students do not need to select which of these scholarships to apply for since the system automatically applies students to the auto-match scholarships they qualify for once they submit the General Scholarship Application. Students will not see which/how many individual scholarships they matched to. However, **if based upon the applicant's submitted General Scholarship Application, they are eligible for additional scholarships that require supplemental information, these applications will display for them once they have completed and submitted the General Scholarship Application. These are identified as Recommended Opportunities.** Students may apply for any of the recommended opportunities that they feel they qualify for. **Note:** Students who will be transferring to another college for the upcoming semester should NOT submit the General Scholarship Application. Only students who plan to attend Chipola during the upcoming fall and/or spring semesters should submit the General Scholarship Application.

The General Scholarship Application requires the following documents:

- **2 letters of recommendation** - These letters should be written by someone who can write positive words about the applicant and why they should receive a scholarship. There is no maximum or minimum letter length. Students will upload electronic copies of the letters to the online scholarship application.
- **Copy of the high school transcript** - IF the student has earned LESS than 24 credit hours in COLLEGE, they must attach a copy of their high school transcript. While a final high school transcript is preferred, it is not required. **The transcript can be an unofficial copy and should show the student's grades through the end of December. Note: High school transcripts are NOT sent directly to the Foundation by any high school.** A high school MAY send transcripts to the Chipola College Admissions department but they DO NOT send them to the Foundation. Students are responsible for ensuring their Foundation scholarship application includes a copy of their high school transcript if they have earned less than 24 credit hours in college.

HOW TO APPLY- *General Scholarship Application*

Once signed in to the Chipola Academic Works website (see step 2), go to the All Opportunities page and follow the system prompts.

DEADLINES

Fall 2026 Application Deadline: Thursday, June 11, 2026*

**A few individual scholarships using the General Scholarship Application have a deadline of May 1*

Spring 2027 Application Opens: Mid-September **Deadline:** Mid-October

2. MCLENDON EDUCATIONAL TRUST SCHOLARSHIP APPLICATION:

The McLendon Educational Trust Scholarship is awarded each semester, and students must meet the following requirements to apply:

- Applicants must be a high school graduate with a 2.0 or better final grade point average or have earned a GED in order to apply.
- Students that have previously been enrolled in college must also have both a college cumulative and semester grade point average of 2.0 or better at time of application.
- Applicants' household income must be \$120,000 or less for the previous year ended December 31 or if household income is greater than \$120,000, applicants must have extenuating circumstances that demonstrate financial need such as loss of job, serious illness, divorce, death, etc. If extenuating circumstances exist, they must be detailed in the application.

The following documents are required:

- **2025 IRS Form 1040**- Copy of pages 1 & 2 of the IRS Form 1040 from of the previous year's tax return showing proof of income for everyone in the household for the previous year ending December 31, 2025. *IF no one in the applicant's household files a tax return, other proof of income may be accepted. Additional information is provided on the application. IF an extension has been filed for the 2025 tax return, the Foundation will accept a copy of the extension form and a copy of the 2024 IRS form 1040.*
- **Copy of the high school transcript** - IF the student has earned LESS than 24 credit hours in COLLEGE, they must attach a copy of their high school transcript. While a final high school transcript is preferred, it is not required. **The transcript can be an unofficial copy and should show the student's grades through the end of December.** **Note: High school transcripts are NOT sent directly to the Foundation by any high school.** A high school MAY send transcripts to the Chipola College Admissions department but they DO NOT send them to the Foundation. Students are responsible for ensuring their Foundation scholarship application includes a copy of their high school transcript if they have earned less than 24 credit hours in college.

Note: Prior recipients must complete a NEW application each semester to be considered for additional funding.

HOW TO APPLY- *McLendon Educational Trust Scholarship*

Once signed in to the Chipola Academic Works website (see step 2), in the dropdown menu under the Opportunities tab, click Specialty and then click the apply button beside the McLendon Educational Trust Scholarship title at the bottom of the page. Alternatively, on the All Opportunities page, click on the specialty scholarships link (within the green font section) and then click the apply button beside the McLendon Educational Trust Scholarship title at the bottom of the page.

DEADLINES

Fall 2026 Application Deadline: Thursday, June 11, 2026

Spring 2027 Application Opens: Mid-September **Deadline:** Mid-October

Summer 2027 Application Opens: Early to Mid-February **Deadline:** Early to Mid-March

3. MCLENDON EDUCATIONAL TRUST *EXTENDED* SCHOLARSHIP APPLICATION:

The McLendon Educational Trust Extended Two-Year Scholarship is intended to reward **up to 4 prior Chipola College McLendon Educational Trust Scholarship recipients** that have excelled both academically and in leadership activities while at Chipola. **The scholarship will be for recipients' Junior and Senior years of college.**

The McLendon Educational Trust Extended Scholarship is awarded once per year, and students must meet the following requirements to apply:

- Applicants must have received the McLendon Educational Trust Scholarship at Chipola College in a previous semester.
- Applicants must plan to enroll in classes at the university they will transfer to beginning with the upcoming fall or spring semester.
- Applicants must be a high school graduate with a 2.0 or better final grade point average or have earned a GED in order to apply.
- Students that have previously been enrolled in college must also have both a college cumulative and semester grade point average of 2.0 or better at time of application.

Note: While any student who meets the above requirements may apply for the McLendon Educational Trust Extended Scholarship, the scholarship is primarily intended to assist prior McLendon Educational Trust Scholarship recipients who need funds to earn their bachelor's degree at another college due to their specific major. Students who will attend Chipola College to earn their bachelor's degree can apply for the McLendon Educational Trust Scholarship as they did in prior semesters.

HOW TO APPLY- *McLendon Educational Trust Extended Scholarship*

Once signed in to the Chipola Academic Works website(see step 2), on the dropdown menu under the Opportunities tab, click Specialty and then click the apply button beside the McLendon Educational Trust Extended Scholarship title at the bottom of the page. Alternatively, on the All Opportunities page, click on the specialty scholarships link (within the green font section) and then click the apply button beside the McLendon Educational Trust Extended Scholarship title at the bottom of the page.

DEADLINE

2026-2027 School Year Deadline: Thursday, June 11, 2026

4. TYNDALL FEDERAL CREDIT UNION SCHOLARSHIP APPLICATION:

The Tyndall Federal Credit Union Scholarship is for students who are **members of Tyndall Federal Credit Union** and are enrolled in one of the following Public Service Department programs at Chipola College: **Correctional Officer, Law Enforcement, or Firefighter.**

The Tyndall Federal Credit Union Scholarship is awarded throughout the year, and students must meet the following requirements to apply:

- Applicant must be a member in good standing of Tyndall Federal Credit Union.
- Applicants must be enrolled at Chipola College in one of the following Public Service Department programs: Correctional Officer, Law Enforcement, or Firefighter.
- Applicants must live in Washington, Jackson, Calhoun, or Holmes counties.
- Applicants must be a high school graduate with a 2.0 or better final grade point average or have earned a GED in order to apply.
- Students that have previously been enrolled in college must have both a college cumulative and semester grade point average of 2.0 or better at time of application.

The following document may be required:

- **Copy of the high school transcript** - IF the student has earned LESS than 24 credit hours in COLLEGE, they must attach a copy of their high school transcript. While a final high school transcript is preferred, it is not required. **The transcript can be an unofficial copy and should show the student's grades through the end of December.** **Note: High school transcripts are NOT sent directly to the Foundation by any high school.** A high school MAY send transcripts to the Chipola College Admissions department but they DO NOT send them to the Foundation. Students are responsible for ensuring their Foundation scholarship application includes a copy of their high school transcript if they have earned less than 24 credit hours in college.

HOW TO APPLY- *Tyndall Federal Credit Union Scholarship*

Once signed in to the Chipola Academic Works website (see step 2), on the dropdown menu under the Opportunities tab, click Specialty and then click the apply button beside the Tyndall Federal Credit Union Scholarship title at the bottom of the page. Alternatively, on the All Opportunities page, click on the specialty scholarships link (within the green font section) and then click the apply button beside the Tyndall Federal Credit Union Scholarship title at the bottom of the page.

Note: Applicants for this particular scholarship must also submit a paper application form to obtain their physical signature. This application form can be found in the Foundation office (building U) or as a pdf form in step 3 of the Scholarship Process on the Scholarship Information page of the Foundation webpage.

<https://www.chipola.edu/foundation/>

DEADLINES

The Chipola College Foundation is currently accepting Tyndall Federal Credit Union Scholarship applications unless otherwise stated. However, the *priority* deadlines are as follows:

Fall 2026 Priority Deadline: Thursday, June 11, 2026

Spring 2027 Priority Deadline: Mid-October

Summer 2027 Priority Deadline: Early to Mid-March

STEP 4: VERIFY YOUR SCHOLARSHIP APPLICATION WAS SUBMITTED

IMPORTANT: Once students submit a Foundation scholarship application online, they will receive a confirmation email to their CHIPOLA email address. **If a student does NOT receive a confirmation email from the Foundation to their CHIPOLA email address stating their application has been successfully submitted, then they should immediately go back to the Chipola Academic Works website to verify that their application is submitted. Once signed in, students will click the *My Applications* tab to view their applications. Non-submitted scholarship applications will have a “Finish” button and submitted applications will have an “Update” button. Non-submitted applications will NOT be considered for funding.**

Note: A submitted General Scholarship application will generate a submission confirmation email. However, the submission confirmation email will not list individual Auto-Match scholarships the student matched to. Students who submit applications for Recommended Opportunities will receive separate submission confirmation emails for those individual scholarships.

STEP 5: CHECK TO SEE IF YOU WERE AWARDED A SCHOLARSHIP

Scholarship offers from the Chipola Foundation will be emailed to students' CHIPOLA email address in mid to late July. Students who submitted a Foundation scholarship application should check their CHIPOLA email address to ensure they receive their scholarship offer. Students can access their CHIPOLA email account to check for Chipola College Foundation emails and scholarship offers by going to <http://www.outlook.com/my.chipola.edu> and entering their username and password. The username will be the first initial of first name + first initial of last name + Jenzabar ID (AKA Chipola student ID). Example: Joe User, with a Jenzabar ID of 12345, will have a new username of ju12345 and an email address of ju12345@my.chipola.edu (username followed by @my.chipola.edu). Students receive their Jenzabar ID through an email from the Admissions Office when they apply for admission to the college. If a student has not already set up a password, then their default password is the month (mm) and day (dd) of their birthday followed by the FIRST four numbers of their Social Security Number. Example: Joe User's birthday is January 6, 2008, and his social security number is 123-45-6789, then his default password would be 01061234. **If you cannot access your CHIPOLA email account after reading the instructions above, please call the Chipola Help Desk at 850-718-2300.**

STEP 6: ACCEPT YOUR SCHOLARSHIP OFFER

Students selected to receive a scholarship award through the Chipola College Foundation will receive an official scholarship award offer email to their CHIPOLA email address. To accept an offered scholarship award, students must click the weblink in the scholarship offer email they receive in their Chipola email inbox and must then read and agree to the terms of their scholarship offer. Students can also access their scholarship offer by signing into the Foundation Scholarship website and clicking the *My Applications* tab. For any student who does not accept the scholarship award by the acceptance deadline mentioned in the offer email, the Foundation will consider the scholarship declined and the student will not receive the scholarship funds. Students who have difficulty accessing their Chipola email account, may go to the Scholarship Information page on the Chipola Foundation webpage and use the weblink in step 6 of the Scholarship Process to view the Chipola email help page. <https://www.chipola.edu/foundation/>

Note: After accepting the scholarship, students will be asked to complete an online post-acceptance form where they will write a thank you letter to the donor of their scholarship.

STEP 7: USE YOUR SCHOLARSHIP

Once students who have received a scholarship offer accept their scholarship offer and complete the post-acceptance form, their scholarship funds will be made available to the Chipola Financial Aid Office who will then coordinate with the Chipola Business Office for the purpose of paying toward their tuition and/or books. *IF there are funds remaining after tuition is paid, students will go to the Chipola Bookstore and the Chipola Business Office will notify the Bookstore of the student's available funds toward books.* Students should monitor their Chipola email inbox for correspondence from the Business Office such as payment deadlines and when to purchase their books using scholarship funds.

Note: Students who also receive Federal financial aid such as the Pell Grant, must have their Foundation scholarship awards approved by the Financial Aid Office before they can receive the Foundation scholarship award. If the award is not approved by the Financial Aid Office, it will be removed or reduced accordingly.

Note: Foundation scholarship recipients with more than \$2,200 of total Foundation scholarship funds can use up to a maximum of \$2,200 per semester. Any remaining Foundation scholarship funds will be made available for the next semester of the school year, pending approval by the Financial Aid office.

Frequently Asked Questions

Specific application instructions will be on the Chipola Academic Works website, but **students who have questions while completing the applications, may click the *Question and Answer* link on the Chipola Foundation webpage <https://www.chipola.edu/foundation/>**. If a student has a question that is not on the *Question and Answer* help page, Foundation staff will be happy to help. Please email foundation@chipola.edu or call (850) 718-2404 for assistance.

Additional Financial Assistance Opportunity

This opportunity is NOT offered through the Chipola College Foundation and is subject to its own availability, requirements, and deadlines.

Chipola Financial Aid Office-Students can also apply for financial aid from the Chipola College Financial Aid Office. Students are encouraged to submit the Free Application for Federal Student Aid (FAFSA) to see if they qualify for federal aid. The Chipola Financial Aid Office can answer questions regarding the **FAFSA, Pell Grant, Florida Bright Futures**, and many other types of financial aid. **Visit their webpage for information:** <https://www.chipola.edu/admissions/financial-aid/>

Chipola College is an Equal Access/Equal Opportunity Institution <https://www.chipola.edu/equal>