# **GOapply: Reviewer Portal**

If you have any questions on accessing the reviewer portal, please email the Scholarship Manager at teresa@springfieldfoundation.org or call 937-324-8773.

## Navigate to GoApply:

- 1. Use this site to access the reviewer portal: https://goapply2.akoyago.com/springfieldscholarships
- 2. Sign in using your email associated with the Scholarship Committee, and the password ScholarshipReview! To edit your password, click forgot password, and follow the instructions sent to your email.

2	Sign in to your account Or register a new account
	Your Email
springfield Foundation	Susan@SpringfieldFoundation.org
For good. For ever. For all.	Your Password
	P
	Remember me Forgot password?
	SIGN IN

## **Review Groups:**

- 1. You should see the tab Review.
- 2. You should see the review group listed, and the due date for that review.
- 3. Click View.

portunities Review		
Review Groups		2
	Name	Due Date
View	2025 Scholarship Review 1	2/7/2025 4:30 PM

## Applications

- 1. After clicking view, you should see a list of applications populated. It will show the review application number.
- 2. Click view to see an application.

unitie	es Review							
4	Applications	to Review					BAC	CK TO REVIEW GROUPS
	GOapply Review	er						
		Review Group Application No	Applicant	Title	Program	Requested Amount	Priority	
	VIEW	0000001342						In Progress

## The Application

- 1. On the left you should see the application, on the right a list of questions, and below the required attachments.
- 2. The PDF can be zoomed in and works best on a laptop/desktop. Do not use an iPad.

Request#: 20241930		Applicant	Teresa Brumfield		
					BACK TO APPLICATIONS
Submitted Application			Review Criteria		
<ul> <li>2 2026/33/2-64/37/2-64/37/2/25/25/27.</li> <li>2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2</li></ul>	+ C Si Common Schulzschup A ammon Schulzschup A Middle Nam State* CH: CH: CH: CH: CH: CH: CH: CH:			Scholarship Review Questions	
				3.25-3.49	



## **Answer Questions**

1. The questions are the same for each application, please read through and answer the questions. The Short Answer questions, Student Aid Index and GPA are drop-down options. Financial hardship and course rigor are radio group buttons.

Sch	cholarship Review Questions			
1. <b>[</b> ( 	Please score the short answer questions. * Consider: Employment (hours worked), Activity Involvement, Varsity Sports, Superior Awards (Eagle Scout, National Honor Society, etc), Volunteer Service.			
	Select			
4	Very Strong			
2.	Strong			
	Above Average			
	Average			
	Below Average			
3.	Fair			
	Poor			

2. Please score the student's Student Aid Index (SAI) \*

	Select		-
	-1500-5000		
2	5001-20000		
J.	20001-35000		
	35001-50000		
	50001-75000	35001-50000	
	75001+		

### 3. Please score Financial Hardship \*

Financial challenges such as a parent out of work, excessive medical costs for family member, other siblings in college.



#### 3. Please score the student's GPA. \*

	3.25-3.49	$\Diamond$	*
	4.00+		
	3.75-3.99		
4.	3.50-3.74		
	3.25-3.49		
	3.00-3.24		
	2.75-2.99		
	2.50-2.74		
	Below 2.50		

#### 5. Please score Course Rigor \*

Review the attached transcript to evaluate the difficulty of coursework. Applicant took difficult, honors or higher level classes.



## Save Draft or Submit

- 1. After you submit, your application should be marked as complete.
- 2. Move to the next application, until completed.
- 3. You can go back and edit completed reviews if necessary.

	SUBMIT		SAVE DRAFT
--	--------	--	------------

## **Back To Applications**

1. Click Back to Applications, upper right, to see the additional applications that need to be reviewed.

