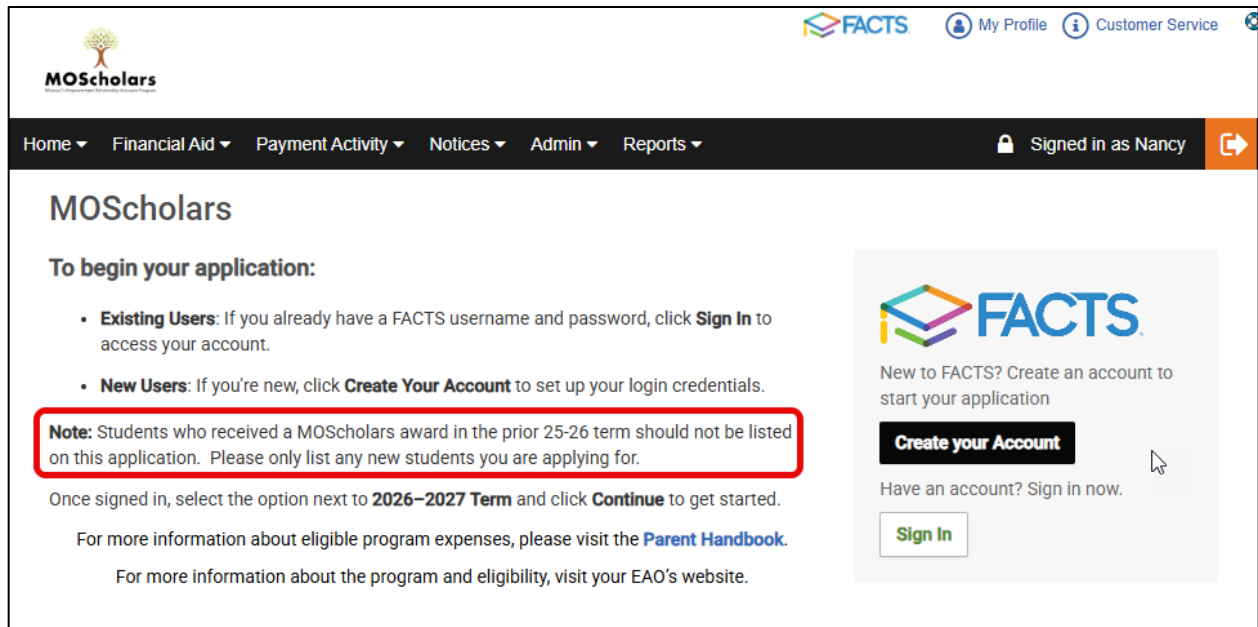# Apply for MOScholars Scholarship Program consideration

Step 1: Once you have completed the prescreening process for your Educational Assistance Organizations (EAO) and get to the FACTS landing page, you will need to sign in or create an account to start your application.

Please note: Do not apply for any renewing scholarships in FACTS. You can renew by visiting HERE.

Step 2: After creating your account and logging in, the site will ask what term and which school you are applying for. Please select Herzog Tomorrow Foundation as your 'school'. You will be able to select your actual school late in the application under STUDENT QUESTIONS.

Step 3: Click "Got it!" on the warning on the need to prescreen with an EAO.

Continue to fill out all of your personal information as the parent/guardian of the student. If you have a co-applicant, be sure to click "Yes" and click "Save & Continue"
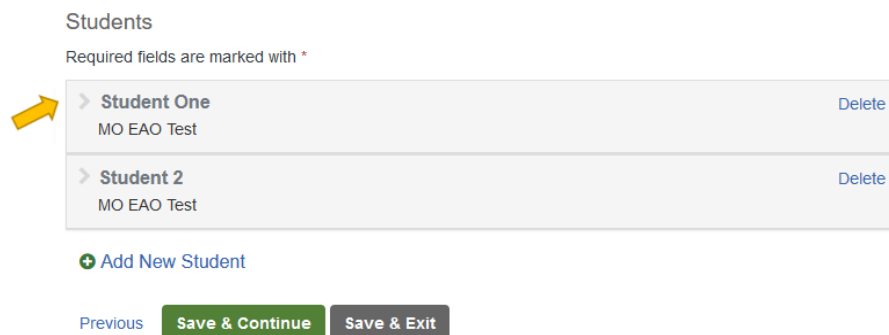

For assistance filling out your application, contact FACTS at 844-649-2921

Step 4: Next you will navigate to the "Students" section. Fill out each student's information.

*The arrow next to the student's name opens and closes the student's information to save space.

Students
Required fields are marked with *

> Student One
  MO EAO Test   Delete

> Student 2
  MO EAO Test   Delete

⊕ Add New Student

Previous   **Save & Continue**   Save & Exit

If you see a renewing scholarship student's information automatically loaded, please click the Delete button beside their name.

Step 5: Next, you will navigate to "Student Questions". Here you will be able to select your school and what criteria your student may qualify under. If you do not see your school of choice, please contact Josh Hurlbert at jhurlbert@herzogtomorrowfoundation.com.

IEP/ ISP:

It is important to note that an IEP or ISP must be written by a local school district. Per federal guidelines, any plan written by a private school or other source is automatically outside the federal Individuals with Disabilities Act (IDEA).

During the previous 12 months, the student attended a:

Be sure to select "Will be entering School as a K or 1st Grader" if appropriate, not "Public School" or "Private School".

Once you have answered all required question for all sections and they all display as green check marks you can just "Submit Application" to finish.

Submit Application

By clicking "Submit Application", you are agreeing to the terms and conditions.
View Terms and Conditions

Previous   **Submit Application**   Exit

Step 6: After you have updated your application you will be sent to your application summary page. There is a section on this page called "Institution Status". This will list out each school and/or organization you have applied to, and which student(s) applied. Make sure to verify all students appear where they should. If they do not, click the "View Form" button to go back into your application and update it.

DOCUMENTATION UPLOADS:

Depending on how you responded, you will be asked to upload different documentation to prove your eligibility:

Required for every application:
- o Address Verification – usually a recent utility bill, driver's license, or lease agreement that matches the address in FACTS.
- o Student Age Verification – usually a birth certificate.

Depending on your answers:
- o Your most recent federal 1040 tax return.
- o An IEP/ISP issued by a local public school in the past 36 months.
- o Proof of Prior Public School Enrollment – Usually a report card/transcript proving at least 12 weeks of enrollment in a public school in the past 12 months.
- o Sibling Verification – usually both birth certificates, but can also be a professionally prepared 1040 tax return or other legal documents like adoption papers.

** The school enrollment letter is optional and only applicable to students in 2nd-12th grades who need to prove their prior public school enrollment in the past 12 months. It does not apply to students with an IEP/ISP, entering kindergarten or first grade, or applying through the sibling provision.