

# Scholarship Universe How-To Guide

Scholarship Universe is a tool that connects Baylor students to millions of dollars in outside scholarship opportunities. It allows students to create personalized profiles to match them with scholarships tailored to their background, talents, area of study, and other criteria. Log into your account today using your [Duo login](#).

If it is your first-time logging into [Scholarship Universe](#), you may see a page asking you to confirm your contact information. If you see this page, click I'm Ready, and move to the next step. Since the login process is connected to Duo, your Duo email will always be the email used for Scholarship Universe communications, with no action required on your part.

ScholarshipUniverse

Search

Tell Us About Yourself

A Universe of Scholarship Opportunities Await

Real, relevant scholarship opportunities are just a few minutes away! Based on your answers to the following questions, an adaptive matching engine will filter and display scholarship opportunities tailored specifically to you, your interests, goals, and accomplishments.

Please provide the following information to get new and updated scholarship information along with other notifications from ScholarshipUniverse.

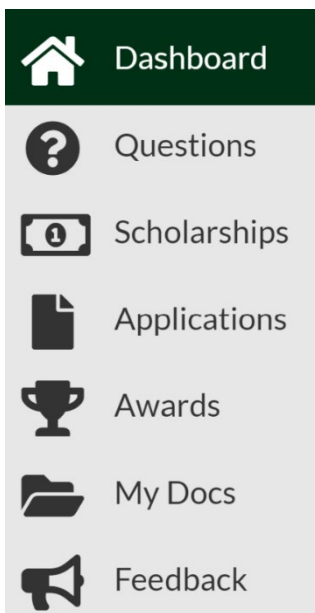
Preferred Email  
Baylor\_Bear@baylor.edu

Phone Number  
Provide a phone number to subscribe to mobile phone text messages for account updates. (Standard text message charges apply)

Save

I'm Ready!

By using this site, you agree to the [Terms of Use](#)



## Sidebar Menu Overview

The Sidebar Menu can be used to navigate around Scholarship Universe.

- The Dashboard is your home base. This shows you an overview of your scholarship matches and will remind you if you have additional opportunities to answer questions.
- The Questions tab will link you to your personalized questionnaire, where you answer questions to match you with outside scholarship opportunities.
- The Scholarships tab will link you to a list of scholarships you have matched to. You can also view other lists of scholarships such as Pinned, Application Submitted, and Partial Matches.
- The Feedback tab allows you send Feedback to Scholarship Universe. Please send concerns about scholarship matches, bad scholarship alerts, new scholarship ideas, or issues with questions through this screen. If you

have questions about your Baylor financial aid, please contact Baylor One Stop.

- Scholarship Universe currently only contains outside scholarship opportunities, so the Applications, Awards, and My Docs tabs will not be used.

## Answer Questions to Create Your Personalized Profile

Once you're logged into Scholarship Universe, you should navigate to the questions page. Answer as many questions as you can, as your answers will match you to the best outside scholarship opportunities.

- Many questions accept multiple answers so select all that apply.
- If you don't feel comfortable with or don't know the answer to a question, you have the option to skip the question or you can answer N/A.
- As you answer questions, you can track your scholarship matches in the upper right corner.

The screenshot shows the 'Tell Us About Yourself' form. On the left is a sidebar menu with icons and labels for Dashboard, Questions (highlighted), Scholarships, Applications, Awards, My Docs, and Feedback. The main content area has a title 'Tell Us About Yourself' and a progress indicator in the top right showing 'Matches: 0' and 'Opportunity: \$0'. The form contains a question: 'What is your current academic level?' with a text input field and a checkbox labeled 'N/A'. Below the input field is a 'Leave Feedback' link. At the bottom right of the form are 'Skip' and 'Continue' buttons.

Once you have completed a round of questions you will have the option either to view your matches or keep answering questions. We recommend that you keep matching and answering questions so you can match to as many scholarships as you can. However, you can always take a break, review your matched scholarships, and answer more questions later. If you have completed all possible questions, or you are ready for a break from answering questions, you can View Matched Scholarships.

This screenshot shows the 'Tell Us About Yourself' form after completion. The sidebar menu is the same. The progress indicator in the top right now shows 'Matches: 66' and 'Opportunity: \$70,711'. The main content area displays a message: 'Need to take a break? You can continue to answer questions to match you to scholarships, or browse the scholarships you already match to.' Below this message are two buttons: 'Let's Keep Matching!' with a thumbs-up icon, and 'View Matched Scholarships' with a document icon.

## Review Your Scholarship Matches

Upon selecting View Matched Scholarships or clicking on the Scholarships tab in the sidebar menu, you will be taken to a list of your Scholarship matches. This means that based on your answers, you meet the qualifications for the scholarship and are eligible to apply. Click View to get more information about the different scholarships and to see what eligibility requirements you matched with.

<div>Dashboard</div> <div>Questions</div> <div>Scholarships</div> <div>Applications</div> <div>Awards</div> <div>My Docs</div> <div>Feedback</div>	Scholarships				Sort: School Scholarships First Filter	
	Matches	Pinned	Partial Matches	Application Submitted	Non-Matches	Not Interested
	<div> <div>2022 DP Law Encouraging Diversity Scholarship</div> <div> <div>AMOUNT</div> <div>\$1,000</div> </div> <div> <div>ORGANIZATION</div> <div>External Scholarship</div> </div> <div> <div>APPLY BETWEEN</div> <div>5/1/2022 - 10/31/2022</div> </div> <div> <div>STATUS</div> <div>Open</div> </div> <div> <div>✖</div> <div>List</div> <div>🔍</div> </div> <div> <div>Apply</div> <div>View</div> </div> </div>					
	<div> <div>DP Law Aspiring Attorney Scholarship</div> <div> <div>AMOUNT</div> <div>\$1,000</div> </div> <div> <div>ORGANIZATION</div> <div>External Scholarship</div> </div> <div> <div>APPLY BETWEEN</div> <div>5/1/2022 - 10/31/2022</div> </div> <div> <div>STATUS</div> <div>Open</div> </div> <div> <div>✖</div> <div>List</div> <div>🔍</div> </div> <div> <div>Apply</div> <div>View</div> </div> </div>					
	<div> <div>Karin Riley Porter Attorney at Law: Good Works Scholarship</div> <div> <div>AMOUNT</div> <div>\$1,000</div> </div> <div> <div>ORGANIZATION</div> <div>External Scholarship</div> </div> <div> <div>APPLY BETWEEN</div> <div>5/1/2022 - 10/31/2022</div> </div> <div> <div>STATUS</div> <div>Open</div> </div> <div> <div>✖</div> <div>List</div> <div>🔍</div> </div> <div> <div>Apply</div> <div>View</div> </div> </div>					

You have a few other views in the Scholarships page that may be helpful to you.

- **Pinned:** These are scholarships that you have selected to pin using the pushpin icon. This way you can organize scholarships you are interested in.
- **Partial Matches:** These are scholarships where you met at least one requirement but not all the requirements. If you select the View button, you should be able to see what eligibility requirements you matched with and any additional requirements.
- **Application Submitted:** These are scholarships that you have marked that you have applied for. You can do so by clicking on the Apply button for a scholarship and completing the application process for the scholarship. Once you return to Scholarship Universe, you will have the option to Mark Applied on the scholarship listing, it looks like a checked box icon. Scholarships marked this way will appear in the Application Submitted list.
- **Non-Matches:** These are scholarships that you are not a match for, based on your answers.
- **Not Interested:** These are scholarships that you have marked that you are not interested in. You do this by selecting the No symbol/circle with a slash icon on the scholarship listing. This will remove the scholarship from your other lists. If you want to undo this, simply go to the Not Interested view and click the No symbol icon again to remove it.

## Apply For Scholarships

Now you are ready to complete applications for the opportunity to win these outside scholarships. Make sure to pay attention to the scholarship due dates and complete your applications as soon as possible so you can qualify. Review our [Tips for Winning a Scholarship](#) page for advice on your application. After you submit your application to a scholarship, don't forget to return to Scholarship Universe and mark the scholarship as applied on the Scholarships>Matches tab! We wish you luck!

If you receive an outside scholarship award, you must report it to Baylor. Visit our [Reporting Outside Scholarships](#) page for more information.

Note: Scholarship Universe is an outside scholarship search tool and does not contain any Baylor-specific scholarships. If you are interested in Scholarships administered by Baylor, visit our [Departmental Scholarship Search](#) or review our [Scholarships](#) webpage.