

***Steps to complete the School of Public Service (SPS) application:***

1. Complete the General Application on the **DePaul Online Scholarship Application:**
  - a. Log into the [Scholarship Connect](#) using your Campus Connect ID and password.
  - b. Complete and submit the General Application. The General Application is how you will provide all your general information and how the system can match you with other university scholarships available. This application will last for the full academic year to allow you to apply for additional scholarships throughout the year.
    - i. Your General Application will be marked with a green checkmark to indicate that it has been completed and submitted successfully.
    - ii. If it is gray, the application was not submitted successfully; try again.
2. After submitting the General Application, you will automatically be applied to opportunities which you qualify. The General Application will also show you a list of any other scholarships recommended for you based on your general application information. You may apply for them by clicking on the blue “Apply” button beside each scholarship. Additional questions or information may be required to complete the application process.
3. You WILL NOT be automatically applied to the SPS Graduate Assistant application as you must provide supplemental information and a personal statement to complete the application. After completing the General Application you should see the SPS Graduate Assistant application on your list of recommended scholarships. If you do not see it, you can search for the SPS Graduate Assistant application through the search box. The search box picks up key words so you can type in “school of public service” or “graduate assistant” and the scholarship will be viewable.