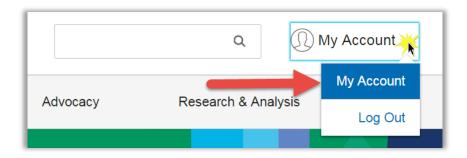
## **HOW TO APPLY FOR A STUDENT SCHOLARSHIP**

To apply for a student scholarship, navigate to <a href="www.cfainstitute.org">www.cfainstitute.org</a> and log in to your account. If you do not have an account, you will need to create one by clicking one by selecting 'Create An Account'.



Once logged in, click on the 'Your Account' link at the top of the page.



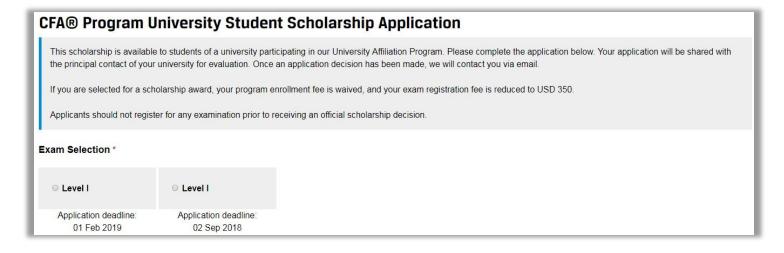
Under the 'Career Development & Learning' section click on the purple 'Scholarships' box.



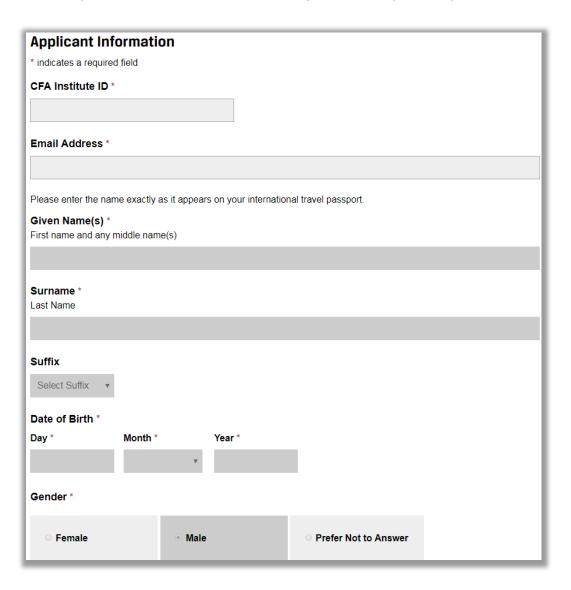
On the next page you are presented with the full list of available scholarships. Click on the link circled in red below to apply for a student scholarship.



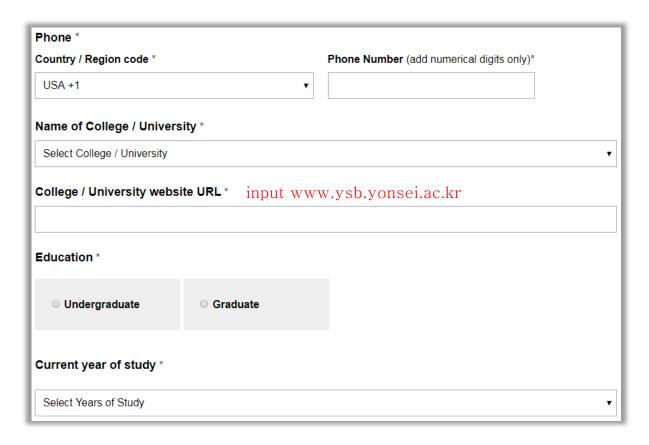
Please read the instructions at the top of the page. Then select the exam offering you would like to apply for by clicking on either the December (September deadline) or June (February deadline) exam offering. You are not able to apply for both exam offerings



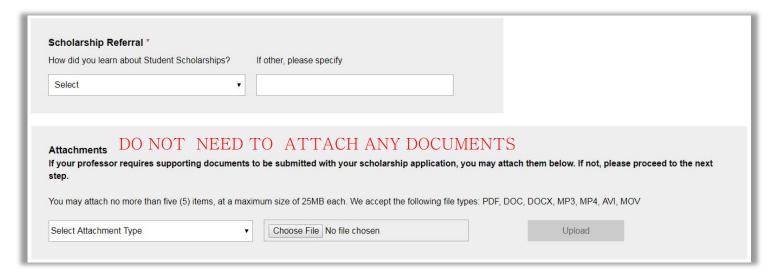
The Applicant Information section will populate your CFA Institute ID, Email Address, Given Name, Surname, Suffix, Date of Birth, and Gender. If any of this information is incorrect, continue with the application and once submitted you should email <a href="mailto:info@cfainstitute.org">info@cfainstitute.org</a> to correct any error in your account information.



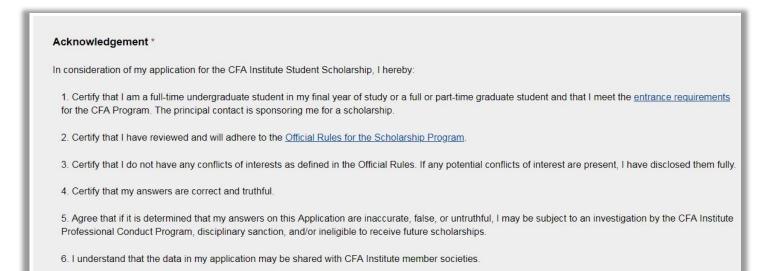
The below is a continuation of the Applicant Information. Please complete all required fields.



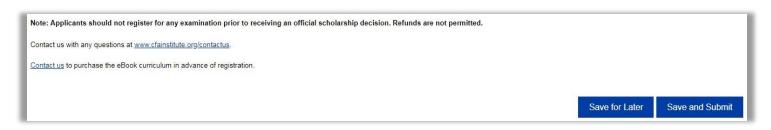
The next section will ask you how you learned of the Student Scholarship. You are required to select from the drop- down menu. The 'Attachments' section allows you to upload any document that may be required by your professor when submitting your application. If your professor has not instructed you to submit documentation, please proceed to the next section.



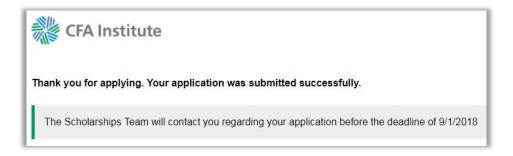
The Acknowledgement section is the final section of the student scholarship and you must agree to the statements to submit your scholarship. Please click the box next to 'I agree to the statements above' once you have reviewed and considered each statement.



To submit your application to your professor for review, click on submit your application for review, click on the Save for Later.



If your application is submitted successfully, you will see the below message and you will receive an email confirmation to the email address you provided when submitting your application.



#### Continued....

! agree to the statements above.

Shortly after clicking Save and Submit and receiving the above confirmation message you should also receive an email confirming we received your student scholarship application. Below is a sample of a confirmation email.



#### CFA Institute ID:

#### Dear

Thank you for your interest in our CFA Institute Scholarship Programs.

We are in receipt of your June 2019 scholarship application. Our application review and processing times vary. However, you can expect a formal decision no later than one week after the application submission period ends. We will contact you if additional information is required.

You can check your application status online by visiting <a href="www.cfainstitute.org">www.cfainstitute.org</a>, logging in to Your Account, and clicking on the Scholarships page.

Please contact us if you need anything further.

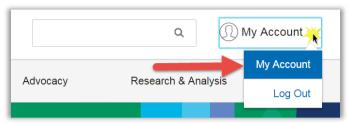
Best regards, Global Scholarships Administration Team

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# HOW TO WITHDRAW YOUR STUDENT SCHOLARSHIP APPLICATION

Log into your CFA Institute account from any page on the cfainstitute.org website.



Under the 'Career Development & Learning' section click on the purple 'Scholarships' box.



On the next page you are presented with the full list of available scholarships. Click on the link circled in red below.



Click on 'Manage My Scholarships'



Click on the 'Withdraw' button to withdraw your current application

