



## The Nikon Storytellers Scholarship

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**Who is eligible to apply for this scholarship?**

Applicants must meet all of the following criteria to be eligible to receive this scholarship:

- You must be an undergraduate or graduate college/university student at an accredited, non-profit college/university or vocational/technical school in the United States or Canada.
- You must complete your freshman year of college or academic equivalent before Fall 2018.
- You must be majoring in visual arts, fine arts, journalism, film, photography, or multimedia/content creation.
- You must have a minimum cumulative 2.5 grade point average at the time of application.
- You will need to provide a recommendation from a professor, teacher, or academic advisor.

*If you are selected as a semi-finalist, you will be asked to provide a photo portfolio or video submission, description of photo/video submission and copy of academic transcript.*

**Who is the program sponsor?**

Nikon Inc.

**When is the application deadline?**

March 1, 2018 at 11:59 PM Pacific Time Zone

**When is the recommendation deadline?**

March 1, 2018 at 11:59 PM Pacific Time Zone

**Should I submit all of my information before I request a recommendation?**

No. You should request a recommendation as early as possible to ensure there is sufficient time for the recommendation to be submitted by the deadline. Your recommendation must come from a teacher, professor, or academic advisor.

**What is the Program timeline?**

- Application Opens: December 14, 2017
- Application Deadline: March 1, 2018
- Semi-Finalist Deadline: March 30, 2018
- Scholarship Recipients Notified: June 2018
- Scholarship Checks Issued: August 2018

*\*Timeline is subject to change at discretion of program sponsor*

**What are the selection criteria?**

A selection committee will evaluate the applications and select the recipients considering:

- GPA and academic achievements
- Recommendation from a teacher, professor, or academic advisor
- Photo portfolio or video submission and description (semi-finalist application)
- Academic transcript (semi-finalist application)

*Decisions of the selection committee are final and are not subject to appeal. No application feedback will be given.*



### What are the details of the scholarship?

- Up to ten \$10,000 USD scholarships will be awarded for use in the 2018-19 academic year and are not renewable.
- The scholarships may be applied to tuition, fees, books, supplies and equipment required for course load at accredited, nonprofit two- or four-year colleges/universities or vocational/technical schools in the United States and Canada.
- Students may transfer from one institution to another and retain the scholarship for the 2018-2019 academic year, provided that all eligibility requirements are met.

### Is this scholarship renewable?

No.

### Which school should I list on the application if I have not made a final decision?

You should list your first choice on the application.

### How do I change my college choice?

You may update your final school choice on the **My Profile** page at <https://aim.applyISTS.net>. If you are chosen to receive a scholarship, it will be your responsibility to make sure your college is updated at least 30 days prior to the check issue date stated in the scholarship notification so your check can be issued accordingly. This will not update any application or acceptance forms; however, all scholarships are issued based on the **My Profile** page.

### How do I know if my application is complete?

Allow five to seven business days after uploading documents for your online status to update. Please monitor the status of your application on your home page.

- **Started:** items are needed or are being processed. To see the items, click the grey or yellow 'Started' tile next to the application title. This will open another box listing all required items and the current status of each.
- **Complete:** all required forms and attachments (if applicable) have been received and your application will be considered for the scholarship.

You may also monitor the status of your attachments and recommendations (if applicable).

- **Not Received:** the attachment has either not been received or has been rejected.
- **Not Started:** the form has not been requested or started.
- **Requested:** the form request has been created, but the form has not been started.
- **Processing:** the attachment has been received and is being reviewed.
- **Rejected:** the attachment was not accepted and has been rejected.
- **Accepted:** the attachment has been verified and accepted.

It is the responsibility of the applicant to monitor the progress of all application requirements to make sure the application is complete. The status **Complete** will display on the home page when all forms have been submitted and all documents have been verified.



### **I uploaded a document that no longer displays on my application. Do I need to upload it again?**

There are two situations where your attachment might not upload:

- You upload a file with the same name as one that has already been accepted.
- You upload a file with the same name as one that is waiting to be processed.

Example: You upload your school transcript file and then try to upload the same file with the same name for your test scores requirement because your scores were on it. You simply need to rename the file in order to upload it again so that it may be processed as your test scores.

### **How do I upload more than one file at a time?**

You may create a .zip file containing more than one file as long as everything included is in an acceptable format (i.e. **.pdf, .tif, .png, .gif, .jpeg, .jpg, .bmp, .xps, .avi, .mov, .avchd, .flv, .swf, .mpg., .mp4, and .wmv**).

### **How do I create a .zip file?**

To use this format, follow the steps outlined below:

1. Create a new folder on your Desktop, name it the document type you will be uploading. For example, Test Scores, Transcript, or Financial Documentation.
2. Move all the pages you wish to upload into the new folder.
3. Right click on the document from your Desktop:
  - a. PC Users: select "Send to," followed by "Compressed (zipped) folder."
  - b. Mac Users: select "Compress '[folder name]'."
4. Your new **.zip** file will be located on your Desktop, ready to upload.

### **What is the difference between Official and Unofficial Transcripts?**

**Official transcripts** must be obtained through your college/university, vocational/technical school administration or registrar's office. These transcripts are normally printed on official letterhead and/or state that they are official. These may contain a signature.

*Note: Your official transcript may come to you in a sealed envelope, stating it will become unofficial if opened. When scanning or copying your official transcripts, a watermark may appear noting they are now unofficial. **Despite any watermarks or sealed envelopes, you may open the envelope if needed to upload the document. These documents will still be considered official for our purposes.** When scanning or copying, you do not need to include a copy of the sealed envelope.*

**Unofficial transcripts** may be accessed through your school's online student portal. These pages must still be converted to one of the acceptable file formats. There are free tools available that will allow you to save various documents (including web pages) as a PDF. Unofficial transcripts must contain your name and the school name and contact information.

## What are the DOs and DON'Ts of uploading documents to my application?

### DO:

- Upload in the correct file format.
- Only upload the requested documents.
- Black out any Social Security numbers on the documents you are uploading. This is not required, but advised.
- Return to your Home page at <https://aim.applyISTS.net> to verify your documents have been accepted.

### DON'T:

- Upload a **Microsoft Word™** document (.doc, .docx) or any other format we don't accept.
- Upload more than the requested documentation.
- Assume your documents are correct and accepted once you have uploaded them.
- Upload a document stating you are mailing your documents.
- Assume the required document does not pertain to you. If the application states the document is required, your application will remain incomplete if you do not provide that document.
- Password protect your uploaded documents. Password protected documents will be rejected.
- Upload any file that has a viewing expiration date.

## Where and when should I send my supporting documents?

The required supporting documents must be uploaded to your online application by the application deadline. If you do not follow the upload instructions exactly, your application may not be considered. Documents that meet the criteria required for the scholarship application, and are uploaded by the deadline, will be processed and considered on time.

## How and when will I receive notification?

- Notifications are sent to recipients and applicants not selected to receive a scholarship **via email** by June. For recipients, an **Acceptance** link will be displayed on the home page following the notification.
- Add [donotreply@applyISTS.com](mailto:donotreply@applyISTS.com) and [contactus@applyISTS.com](mailto:contactus@applyISTS.com) to your email address book or "safe senders list" to ensure these important emails are not sent to your junk mail folder.
- **Do not 'opt out' of any email sent from [donotreply@applyISTS.com](mailto:donotreply@applyISTS.com) or [contactus@applyISTS.com](mailto:contactus@applyISTS.com). You may not receive important information regarding your scholarship applications.**

*Note: Your email address will only be used to communicate with you about your scholarship applications or other opportunities administered by ISTS for which you may be eligible to apply. We will not provide your email address to any third parties.*

## What are my responsibilities if I am chosen as a recipient in order to use the scholarship for the 2018-2019 academic year?

You must enroll as a full-time undergraduate or graduate student within the designated 2018-2019 academic year, continue the academic year without interruption unless approved by scholarship sponsor, deliver your scholarship check(s) to the proper office at your institution, and notify ISTS should your check not arrive within 30 days of the issue date. Any funds not utilized throughout the 2018-2019 academic year will be refunded back to the program sponsor.



**How and when are checks (cheques) issued?**

Checks will be issued in August to each recipient's mailing address and made payable to the institution on the **My Profile page**.

**Are scholarships taxable?**

Tax laws vary by country. In the United States, scholarship funds used exclusively for the payment of tuition or textbooks are normally not taxable. The scholarship recipient is responsible for taxes, if any, that may be assessed against his or her scholarship. We recommend consulting your tax advisor for more guidance.

**Program Administration**

To ensure complete impartiality in selection of recipients and to maintain a high level of professionalism, the program is administered by International Scholarship and Tuition Services, Inc., a firm that specializes in managing sponsored scholarship programs.

**Questions**

For additional information regarding the scholarship program [click here](#) or call toll free (855) 670-ISTS (4787). ISTS offices are open Monday through Friday from 8:00 AM to 5:00 PM Central.

