



## Gateway Scholarship Application now Open!

Dear <Name>:

This year the Gateway Community College Foundation has \$16,000 in scholarships available. The online application is now open and will close on June 5, 2020. To see available scholarships, go to: <http://www.gatewayfdn.org/incoming-hs-graduates>

### **FIRST TIME LOG-IN**

- You will need to first sign up for an account and create a password by going to the following web address: [https://gatewayct.academicworks.com/users/sign\\_up](https://gatewayct.academicworks.com/users/sign_up)
- Put in your official **Gateway Email address: <email address>** and create a password using the following complexity rules: **your password must be 8 characters long and contain at least 1 digit, 1 uppercase letter, and 1 lowercase letter.**
- Your Gateway email will receive a confirmation email from AcademicWorks Scholarship with email address "[sswirsky@gatewayct.edu](mailto:sswirsky@gatewayct.edu)". Click the link to confirm your account.

### **LOGGING IN AFTER THE FIRST TIME**

- To log in after you have a password, go to the main log-in page at [https://gatewayct.academicworks.com/users/sign\\_in](https://gatewayct.academicworks.com/users/sign_in) and enter your Gateway Email Address as well as the password you created.

### **GATEWAY EMAIL ASSISTANCE**

- If you need assistance setting up your Gateway email, please read the help page at <http://gatewayct.edu/Student-Life/Email-Accounts>. Students have found that setting up Gateway email on your mobile device grants the easiest access.
- For further assistance, contact Gateway IT by going to <http://gatewayct.edu/IT-Contact>

For scholarship questions, please email [sswirsky@gatewayct.edu](mailto:sswirsky@gatewayct.edu) or call 203.285.2094.

Yours truly,

*Susan K. Swirsky*

Susan K. Swirsky, Scholarship Administrator