

Pathways Guide to Request Additional Funds

To apply for your remaining scholarship funds:

1) Log in to the portal:

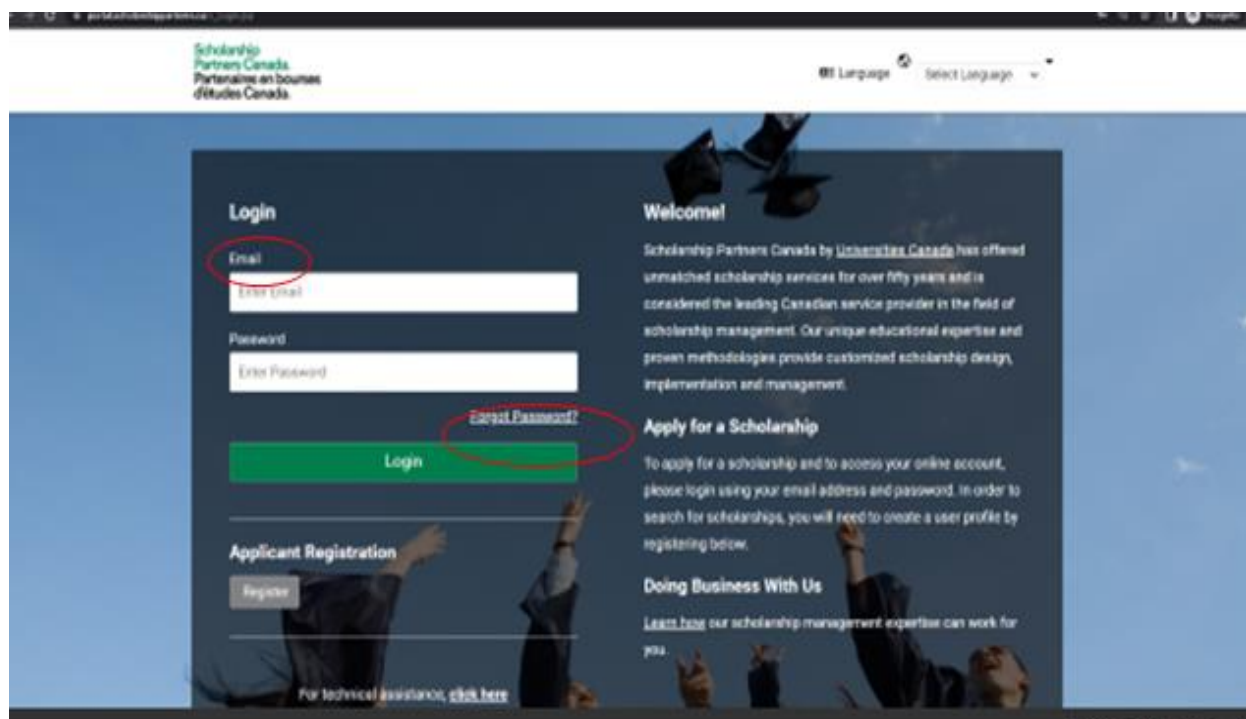
A) Navigate to: <https://portal.scholarshippartners.ca>

B) Select **Forgot Password?**

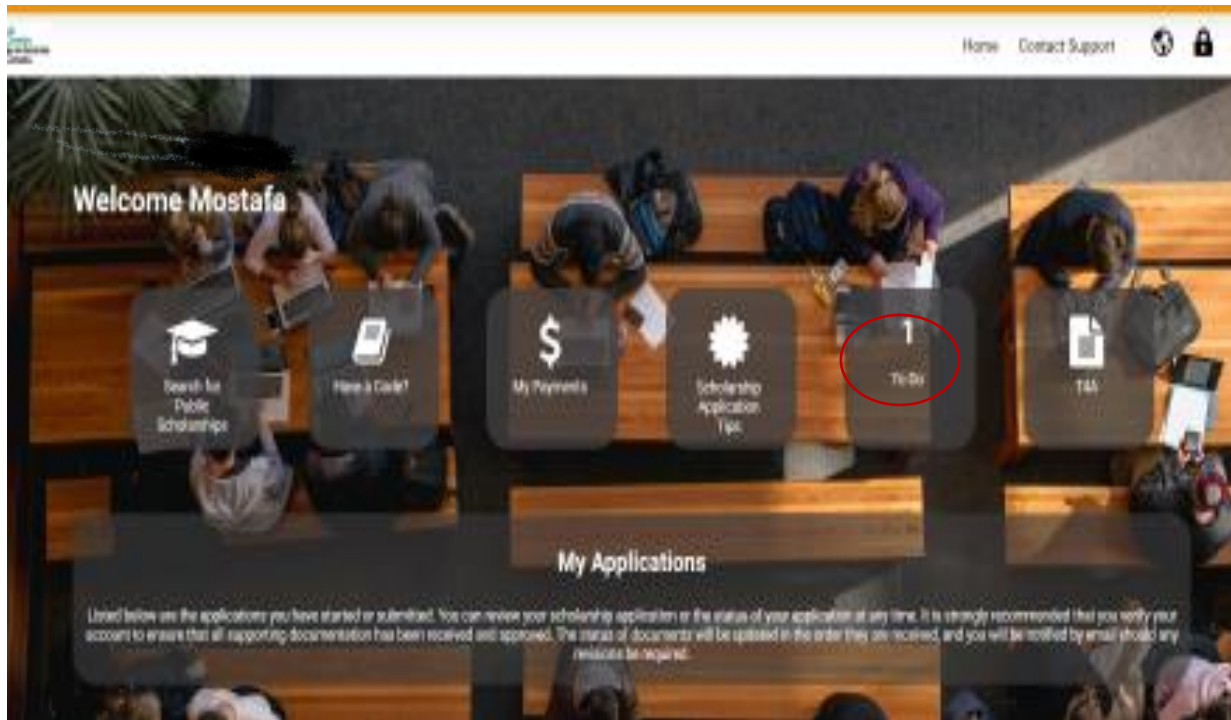
C) Enter your email address and select **Submit**.

D) Monitor your inbox and junk mail folder for an email from awards@univcan.ca with a temporary password and instruction on how to reset your password.

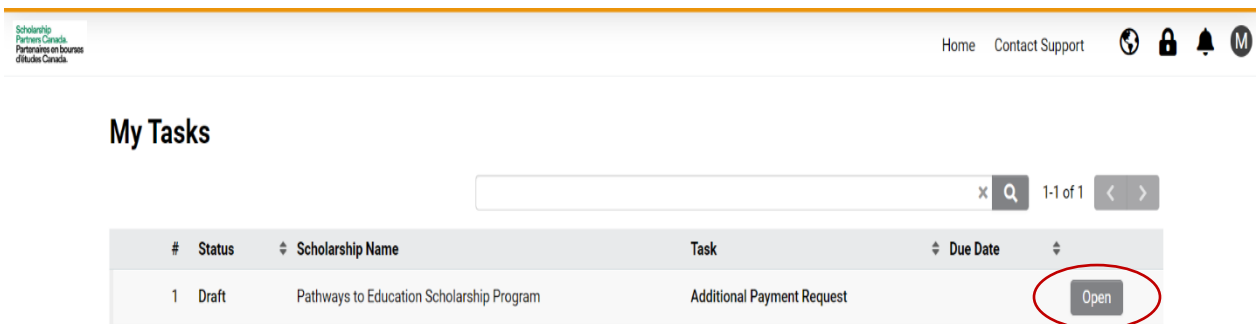
E) Once your password has been reset, complete your profile to access your application.





2) After logging in to your account, you will see a box labeled **To Do** with the number **1** on it. You must click on it to access your extra payment.



3) After selecting **To Do**, you will see **My Tasks** and the **Open** button. Click on the **Open** button.



- 4) To receive your remaining funds, you need to follow the instructions provided in the text carefully. You must provide a proof of registration by uploading it under the **Required Documentation** section. The proof of registration should confirm that you are currently registered as a full or part-time student. Proof can be in the form of a tuition invoice, timetable, or letter from the Registrar's Office. The documentation should include your name, student number, school name and/or logo, and the dates of enrollment. If you have any special instructions that you want our office to know about, you may leave a comment. Once you have uploaded your proof of registration, click on the **Submit** button located at the bottom of the page. If you do not select the **Submit** button your request will not be received, and our office will not be able to process your funds.

  In order to complete this request, you must provide a total requested funds amount and all required supporting documentation.

Additional Payment Request


INFORMATION REQUIRED

An additional payment is outstanding on your file and additional information is required to process this request.

Proof of Registration: Please provide a proof of registration (tuition invoice, timetable or letter from the Registrar's Office) confirming that you are currently registered as a full-time student. Documentation must include the student's name, student number, school name and/or logo and indicate the dates of enrollment. Documentation originating from the academic institution (i.e. the Registrar) or from a student web account will be accepted, provided that the documentation also includes the URL from which the webpage originated.

▼ **Required Documentation**




Please upload your supporting documentation below.



▼ **Confirmation**

▼ **Comments**

If there is any information you need to communicate to us regarding your scholarship or any extenuating circumstances that have affected your scholarship, please indicate it here.

- 5) It is important to note that payments may take 6-8 weeks after you submit your fund request. You should plan accordingly.

6) If you need help, please log in to your account and navigate to **Contact Support**.

Welcome Aaliyah

Home **Contact Support**

Search for Public Scholarships | Have a Code? | My Payments | Scholarship Application Tips | To Do | T4A

My Applications

Listed below are the applications you have started or submitted. You can review your scholarship application or the status of your application at any time. It is strongly recommended that you verify your account to ensure that all supporting documentation has been received and approved. The status of documents will be updated in the order they are received, and you will be notified by email should any revisions be required.

#	Status	Scholarship Name	Year	Account Number	Last Modified	
1	Draft	Pathways to Education Scholarship Program	2023	202334693253	09/05/2023 10:38	Open