

GOapply Student Application Guide

A guide for Scholarship Applicants utilizing GOapply.

Introduction

Welcome back!

At South Dakota Community Foundation (SDCF), we proudly manage more than 350 scholarship funds in partnership with generous donors who are committed to supporting students. These scholarships offer countless opportunities to help ease the financial burden of continuing their education.

SDCF is using a system called GOapply to accept scholarship applications. The following guide will take you through the process of creating an account and submitting your application.

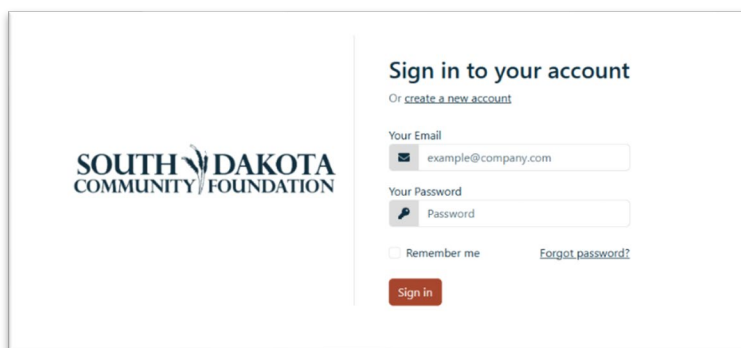
Last year, we marked our transition to an online application system. As with any new system, there were a few growing pains. Over the summer, we worked diligently to enhance the portal based on user feedback and our own observations. These updates are designed to create a smoother, more user-friendly experience for all applicants.

Getting started

If this is your first time using GOapply, you'll need to register your account at <https://goapply2.akoyago.com/SDCFscholarships> and click on [Begin your application here](#) or search by city, county, or keyword below.

Fill in the form with your information. **Please use a non-K-12 email address when you log in.** Click 'Register'.

If your registration is successfully processed, a confirmation will appear on the screen. From there, click 'View' to start your process.



SOUTH DAKOTA
COMMUNITY FOUNDATION

Sign in to your account
[Or create a new account](#)

Your Email

Your Password

☐ Remember me [Forgot password?](#)

Sign in

Next, select “Apply” in the red box located in the upper right corner of your screen. You will then be guided to complete the Common Application, as shown below.



SDCF Scholarship Application 2025-2026

Common Scholarship Application

Print Blank Apply

Summary

The South Dakota Community Foundation (SDCF) is proud to partner with generous donors to create lasting legacies through scholarship funds. With their support, SDCF manages over 350 scholarship funds, providing numerous opportunities for students to pursue higher education.

How to Apply for a Scholarship

Follow these steps carefully to apply for a scholarship:

Click “Apply” on the right side to access the application.

Complete the simple application to confirm your enrollment. On the final page, you’ll see additional information about the scholarships you may be eligible for based on your selections.

Each scholarship includes a description to help you decide which ones to apply for. From there, upload the required supporting documents to finalize your applications.

If you have any questions, please contact our office at 605-224-1025 or email me at knelson@sdcommunityfoundation.org.

Contact Information

Kelly Nelson
Scholarship Coordinator
South Dakota Community Foundation
2310 Patron Parkway | PO Box 296 | Pierre, SD 57501

After completing first page of the common application, you will then select “Next” located at the bottom of the page. Then, you will complete the second page of the common application, as shown below.



South Dakota Community Foundation Common Application

Student Information

First Name *

Last Name *

Use a non-K12 email address *

Cell Phone Number *

Date of Birth *

mm/dd/yyyy



Please provide the full legal name(s) of your parent(s) and/or legal guardian(s).

After completing the second page of the Common Application, you will then confirm that the information you have provided is accurate, and then date the document, as shown below.




By clicking the "YES" button below, I certify that the information on this form is true and complete to the best of my knowledge.

☐ Yes

☐ No

Date of signature

mm/dd/yyyy 

[Save Draft](#) [< Previous](#) [Next >](#)

After dating the application, select "Next." You will then be directed to a new page with two questions about statewide scholarships you may be eligible for. Please indicate whether you would like to include these scholarships by answering the questions, as shown below.

SDCF recommends reviewing your matched scholarships first before exploring statewide opportunities.



Scholarship Information

Display statewide scholarships I may be eligible for.

☐ Yes

☐ No

Please indicate Yes or No to confirm if you have been matched to any Statewide Scholarships based on your eligibility.

Note: While this may increase the number of available matches, please be aware that most Statewide Scholarships have additional eligibility criteria during the application process that you may not meet.

I would like to be considered for Statewide Scholarship opportunities. *

☐ Yes

☐ No

On this page, you'll find a list of scholarships you may be eligible for based on your high school, location, and other criteria. Please review each scholarship and its requirements carefully to ensure you meet the qualifications.

Please indicate Yes or No to confirm if you have been matched to any Statewide Scholarships based on your eligibility.

Note: While this may increase the number of available matches, please be aware that most Statewide Scholarships have additional eligibility criteria during the application process that you may not meet.

I would like to be considered for Statewide Scholarship opportunities. *

☐ Yes

☐ No

~~G.A. & Pearl Ann Johnson Memorial Scholarship - Pierre~~

Eligibility:

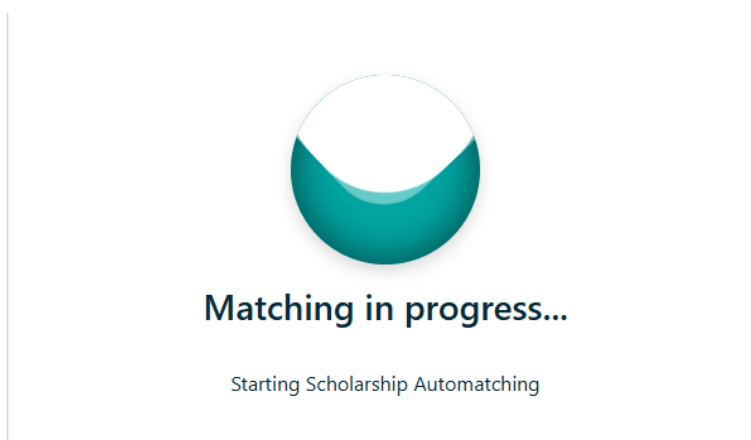
- ~~• Graduates of T.F. Riggs High School~~
- ~~• Scholarship based on financial need~~
- ~~• Preference will be given to those planning to attend a technical college in South Dakota~~
- ~~• Applicants intending to enroll in other South Dakota colleges or universities are also eligible to apply~~
- ~~• March 24 deadline~~

~~Jay & Beverly Mickelson Scholarship~~

Eligibility:

- ~~• Graduating senior of T.F. Riggs High School~~
- ~~• Preference given to students whose goal is to become a teacher~~
- ~~• Cumulative GPA of 3.0~~
- ~~• Attending any college, university, technical college, or international institutions~~
- ~~• April 1 deadline~~

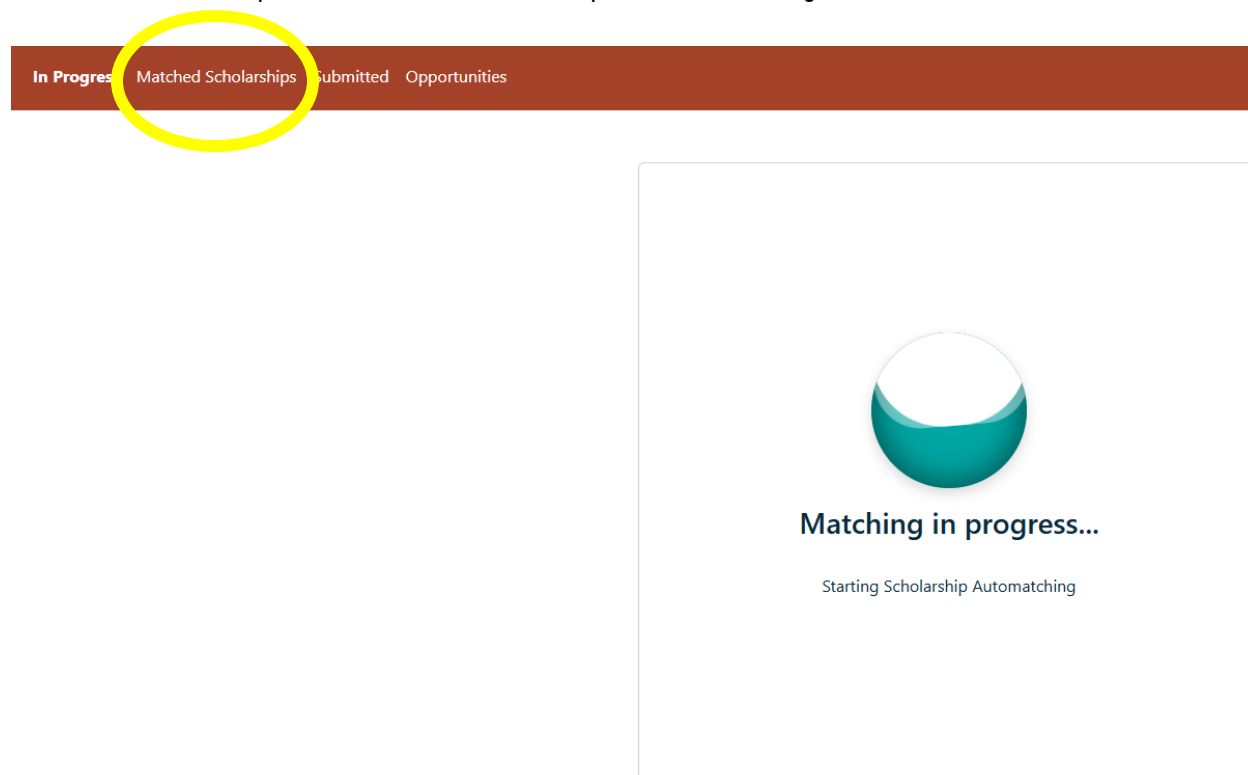
Once you've reviewed the list, click "Submit" in the bottom-right corner of the screen. After submitting, you will be directed to a new page, as shown below.



While on the "Matching in Progress" screen, please note that the system will take several minutes to generate and display your eligible scholarships. We recommend patiently waiting **five minutes** for results to generate.

After waiting **five minutes**, please select the “Matched Scholarships” tab in the upper left corner on the screen, as shown below.

Please note: If some of your scholarships do not appear on the page after waiting five minutes, try refreshing your browser and wait a few moments. Your scholarship results should be updated shortly.



After waiting five minutes, click “Matched Scholarships” to be directed to a new page displaying scholarships matched to you based on your eligibility criteria. Next, click “View” on the far-left side of the screen to access a specific scholarship application.


Once you select a scholarship application, you will be taken to a page showing scholarships you may be eligible for, as shown below.

Apply for this Scholarship	Name	Status
<input type="checkbox"/>	Himmels Family Scholarship	Not Selected
<input type="checkbox"/>	Kleppin Scholarship	Not Selected
<input type="checkbox"/>	Alden Cutler Scholarship	Not Selected
<input type="checkbox"/>	Georgia Henriksen Scholarship	Not Selected

[Submit All](#)

When you are ready to apply for a specific scholarship, click the “Apply for this Scholarship” box on the left side of the screen. Then, select “Complete Application” on the right side of the screen, as shown below.

Below is a list of all scholarships you have matched with based on your answers. Please indicate which scholarships you would like to opt in to apply for, provide any additional scholarship info needed, and click Submit All to officially submit your full application. Please note not all scholarships will require additional information.



Apply for this Scholarship	Name	Status	
<input checked="" type="checkbox"/>	Hinrichs Family Scholarship	Selected, Add'l Info Required	Complete Application
<input type="checkbox"/>	Kleppin Scholarship	Not Selected	
<input type="checkbox"/>	Alden Cutler Scholarship	Not Selected	
<input type="checkbox"/>	Georgia Hennrichsen Scholarship	Not Selected	

Submit All

After selecting “Complete Application,” you will be directed to review the eligibility information for the selected scholarship. Please read the criteria carefully before selecting “Yes,” then click “Next” at the bottom of the page.

If you select the wrong scholarship, simply click “Opt Out” located at the top of the page to exit the application.

You will then begin the application for the selected scholarship. Upload your responses to the questions using the designated drop boxes, as shown below.

OPT OUT

Please provide your responses to the scholarship requirements and essay questions outlined below.

2. Please list your high school and/or college extracurricular activities, involvement, and volunteer work, including the dates or timeframes of your participation.

Drag and drop a file here or click the button below to select a file to upload.

 Select File

3. Please list your community activities, involvement, and volunteer work, including the dates or timeframes of your participation.

Carefully review all uploaded documents to ensure that the correct files are attached to the appropriate sections. Once you have completed your review, scroll to the bottom of the page and click “Submit & Close.”

Once clicking “Submit & Close,” you can return to the list of matched scholarships and continue applying for other scholarships. Be sure to complete all the scholarships you’re interested in before finishing.


After submitting your scholarship application(s), you will be redirected to the previous page, where the status of your application(s) will be displayed, as shown below.

Below is a list of all scholarships you have matched with based on your answers. Please indicate which scholarships you would like to opt in to apply for, provide any additional scholarship info needed, and click Submit All to officially submit your full application. Please note not all scholarships will require additional information.

Apply for this Scholarship	Name	Status
<input checked="" type="checkbox"/>	Himmels Family Scholarship	Selected
<input type="checkbox"/>	Kleppin Scholarship	Not Selected
<input type="checkbox"/>	Alden Cutler Scholarship	Not Selected
<input type="checkbox"/>	Georgia Hennrichsen Scholarship	Not Selected

Application Completed

Submit All



When you are directed to the page shown above, **you will need to click “Submit All” located at the bottom left of the screen. Your application will not be submitted unless this step is completed.**

Please ensure that all of your applications are fully completed before selecting **“Submit All.”**

You can review your submitted applications by clicking the “Submitted” tab at the top of your screen. Additional resources related to your scholarships are also available in the top navigation menu.

Need assistance?

If you encounter issues along the way, please don't hesitate to reach out. I understand there may be bumps in the road, and I'm here to help.

Kelly Nelson, Scholarship Coordinator
knelson@sdcommunityfoundation.org
 605-224-1025

