

Mentor Application Instructions

1. Visit <https://scholarshot.smapply.org/>.
2. Click on the green ‘Register’ button.
3. Create Account.
4. Check email to verify account. You will receive an email from [noreply@mail.smapply.io](mailto:noreply@mail.smapply.io) titled SurveyMonkey Apply Account Email Verification.
5. Once you confirm email, you will be redirected to site.
6. Once back on site, you will see your portal. Select ‘View Programs’
7. Select ‘Fill Out Eligibility Profile’
8. Complete ‘Preliminary Application Questions’ & then select ‘Save My Profile.’
9. Click ‘More’ under ‘Adult Mentor & then ‘Apply.’
10. Under ‘Your Tasks’, click ‘Mentor Application.’
11. Complete Application & then select ‘Mark Complete’ when finished.
12. Then, click on green ‘Submit’ button\*
13. Finally, please upload a profile photo. Click on the ‘v’ next to your name at the top right corner and click ‘My Account.’ You can upload your profile photo there.

\* Make sure you complete $8 background check. This needs to be completed at <https://www.backgroundchecks.com/solutions/scholarshot>.