



### NLN Scholarship Application Submission Guide

1. If this is your first time using the system, bookmark this URL: <https://apply-nln.smapply.io/prog/1st/>

2. To create a new account, click on the “Register” button. Please note your SM Apply registration is different than your NLN member registration.

a. If you previously made an account through FluidReview, your account information will have transferred and remains the same.

3. Select your Program to start your application.

Ex:

- NLN Nursing Education Scholarship Award
- NLN-Home Instead Scholarship Award
- NLN-Cecelia Lou Vriheas Scholarship Award
- NLN Edmund J. Y. Pajarillo Health Informatics and Innovation Scholarship Award

4. Select “Apply” on the top right corner.

5. You will now be back on the main application page. Your application ID will populate in the space above “Status: Application Started”. To begin your application, at “Your tasks” and select “Complete NLN-Home Instead Scholarship Application”. Fill in your contact and proposal information. Upload your essay and letters of recommendation. Select “Save & Continue Editing” or “Mark as Complete”. Then go to the top left of the page, and select “SUBMIT”.

6. IMPORTANT: After selecting “Mark as Complete”, you must go to the top left of the page and select “SUBMIT”. If you do not select submit, your application will not be processed.

7. You will receive an automated confirmation email after your application is submitted. Please email [foundation@nln.org](mailto:foundation@nln.org), if you do not receive a confirmation. For specific questions about the application process, please email [foundation@nln.org](mailto:foundation@nln.org).