

For students in Idaho schools using Next Steps Idaho as their Comprehensive Program Plan (CPP), use this checklist and instructions to gather your information before you sit down to apply for the Idaho LAUNCH grant.

## STEP 1

### Create your Next Steps Idaho Account

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Visit [nextsteps.idaho.gov/login](https://nextsteps.idaho.gov/login)

What you will need:

- ☐ Legal first name
- ☐ Legal last name
- ☐ Date of birth
- ☐ EDUID number\* (This may be different than your school identification number)
- ☐ A personal email address (not one assigned to you by your high school)
- ☐ Your school email address (you can enter this as a backup in your profile once your account is created)
- ☐ District name
- ☐ School name
- ☐ Current grade level
- ☐ Graduation year

Note: You will need to verify your email address by entering a verification code that was sent to the email you used.

\*If you are a private school student, homeschool or GED student who does not have an EDUID you may leave the EDUID field blank. If you attend a public school and do not have access to your EDUID you may also leave it blank but please note doing so you will require you to manually link your Next Steps Idaho account to your Scholarship Idaho account later in the Idaho LAUNCH grant application process.

## STEP 2

### Create your Scholarship Idaho Account

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Visit [scholarships.idaho.gov](https://scholarships.idaho.gov)

What you will need:

- ☐ Legal first name
- ☐ Middle name
- ☐ Legal last name
- ☐ Gender
- ☐ A personal email address (not one assigned to you by your high school)
- ☐ Social Security Number (SSN)
- ☐ Date of birth
- ☐ Primary Phone number (your cellphone if you have one)
- ☐ Secondary Phone number
- ☐ Your permanent and mailing addresses (these may be the same, but be sure you know where your mail gets delivered)
- ☐ School name
- ☐ High school graduation date (month/year)
- ☐ High school GPA
- ☐ Parent or guardian information (name, phone number, email)

Note: You will need to verify your email address by entering a verification code that was sent to the email you used. Why is this important: the default way Idaho LAUNCH program staff contact you will be using your personal email address.

### STEP 3

## Complete your Idaho LAUNCH grant application in Scholarship Idaho

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Visit [scholarships.idaho.gov](https://scholarships.idaho.gov)

What you will need:

- ☐ Your Idaho Drivers's License Number or Idaho State Identification Card.

If you do not have a drivers license or state identification card, the Idaho DMV will issue a state identification card for FREE. You can come back to add this information once you have it.

- ☐ The institution or training provider you want to enroll in after high school graduation. Check out the Idaho LAUNCH approved list of institution and training providers [here](#).
- ☐ The program you plan on enrolling in after high school.
- ☐ The career you plan on entering after using the Idaho LAUNCH funds. Not sure? Browse them at [nextsteps.idaho.gov/browse-careers](https://nextsteps.idaho.gov/browse-careers)

**Note:** You will link your Next Steps Account to your Scholarship Idaho account here. Please note, while you will be able to submit your application at this time without having your career pathway plan completed, you will still be required to return to the application with the information after you have completed your career pathway plan through Next Steps Idaho, if you are not able to do that during the application

### STEP 4

## Complete your Idaho LAUNCH Career Pathway Plan Bundle in Next Steps Idaho

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What you will need:

- ☐ EDUID number\* (This may be different than your school identification number)

### STEP 5

## Verify completion of Career Pathway Plan activities in Scholarship Idaho

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Visit [scholarships.idaho.gov](https://scholarships.idaho.gov)

- ☐ Login to your Scholarship Idaho account, locate the Idaho LAUNCH grant to confirm that the message indicates all of your activities are complete.

### STEP 6

## Check Your eMail/Texts

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- ☐ Ensure you have allowed email messages from [idaholaunch@wdc.idaho.gov](mailto:idaholaunch@wdc.idaho.gov) to learn the next steps for accepting your award.

\*If you are a private school student, homeschool or GED student who does not have an EDUID number, please enter 000000000.

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