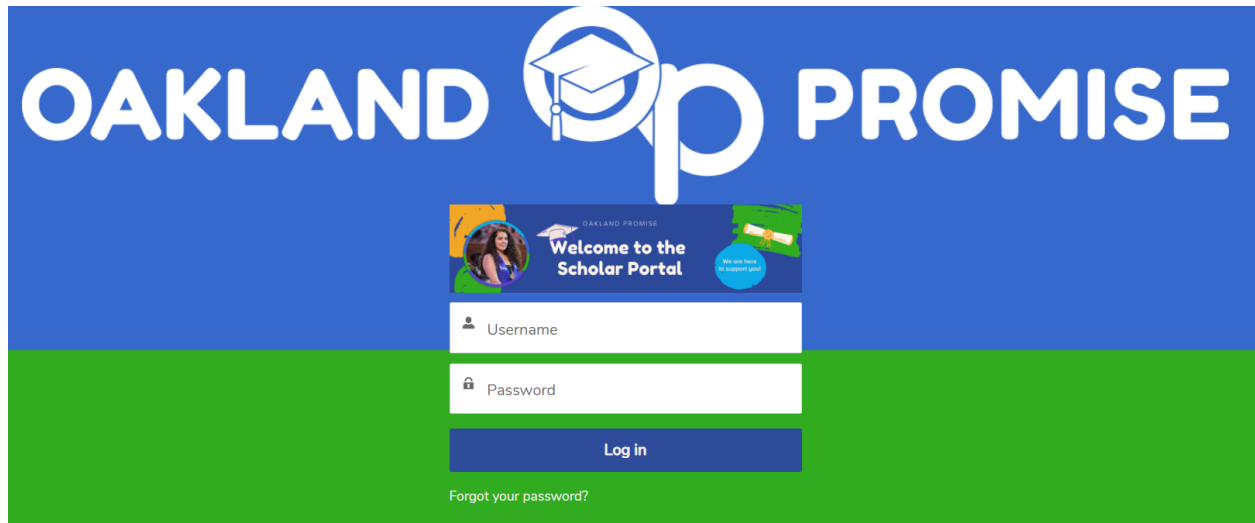
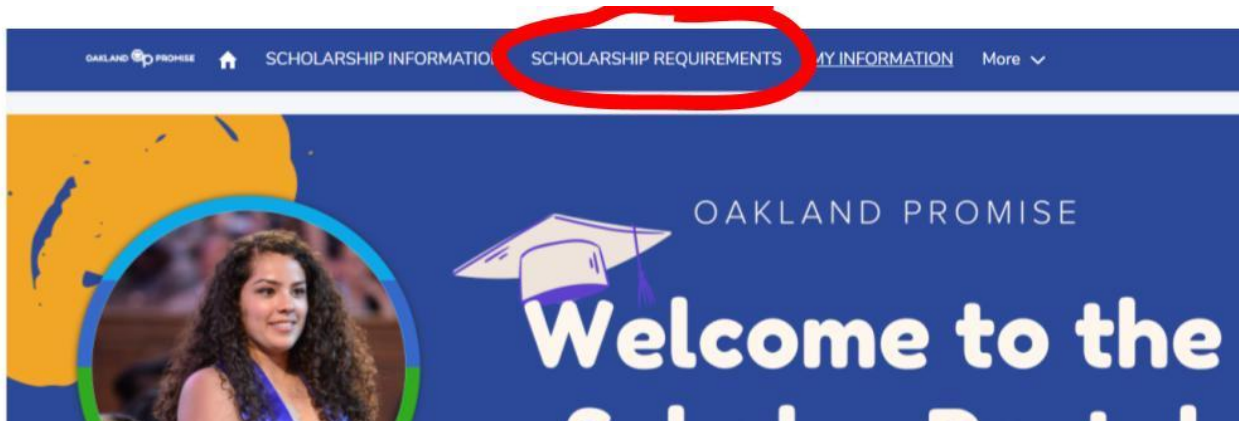


## Submitting Surveys and MSFS

1. Login to the portal at <https://oaklandpromiseportal.force.com/scholar/s/>



2. Click on Scholarship Requirements



3. Click on All Scholar Docs

Scholar Portal

INCOMPLETE REQUIREMENTS **ALL SCHOLAR DOCS** ALL CHECK-INS ALL FEEDBACK

My Current Scholar Docs to Complete

Scholar Document ↑	Scholar Docs Status	Due Date
No items to display.		

My Current Feedback to Complete

Survey Name ↑	Submission Approved	Due Date
1 Communications 2020	Not yet completed	8/21/2020
2 Example 2021	Not yet completed	5/31/2021
3 Interview 2020 Re-submission	Not Approved	3/31/2021

- You should see a list of scholar documents and their details (Status, Due Date, Submission Date). Click on the current/upcoming term.

INCOMPLETE REQUIREMENTS **ALL SCHOLAR DOCS** ALL CHECK-INS ALL FEEDBACK

All My Scholar Docs

Scholar Document ↑	Scholar Docs Status	Due Date	Submission Date
1 Class Schedule - Fall 2020	Approved		
2 Class Schedule - Spring 2021	Submitted	5/25/2021	5/25/2021
Class Schedule - Fall 2020	Approved	5/25/2021	5/25/2021

- You can view current uploaded docs by clicking on their names. To upload new files, click on Upload Files.

Record Type: Class Schedule  
Submission Date: 5/25/2021

Scholar Docs Status: Submitted  
Due Date: 5/25/2021

System Information

Case: OP-00025577

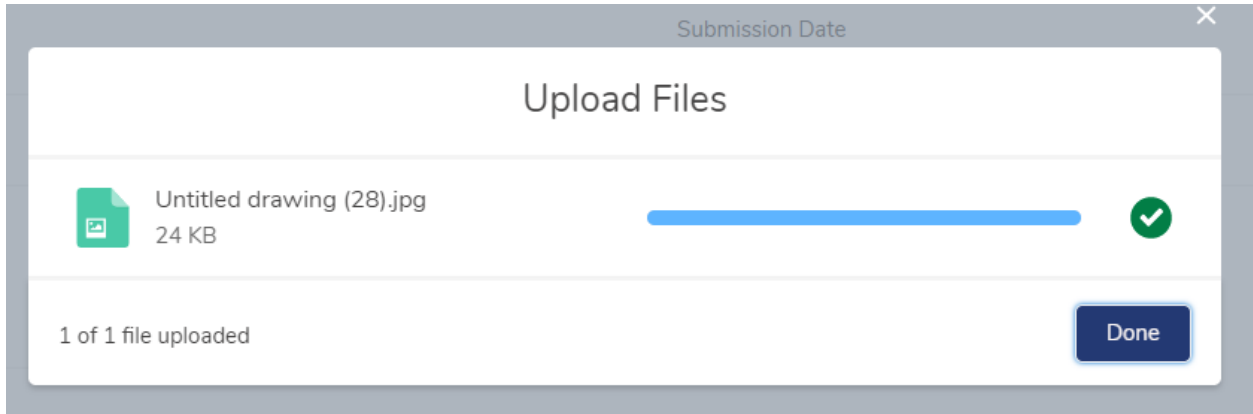
Notes & Attachments (1)

Title	Type	Owner	Last Modified
Traditional Irish Barmbrack - Gemma's Big...	Attachment	becky	5/25/2021 4:18 PM



Upload Files

View All

- Search for the file saved on your computer, click Open in the dialogue, then click Done.



7. Your new file should appear in the file list.

Notes & Attachments (2)	
Title	Type
 Untitled drawing (28)	File
 Traditional Irish Barmbrack - Gemma's Big...	Attachment

8. If you believe you've submitted a doc and it's not appearing, please contact us at [advising@oaklandpromise.org](mailto:advising@oaklandpromise.org)