



USDA 1890 National Scholars Application

Applicant Guide



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Background Principles and Basic Concepts

The 1890 National Scholars Program is a partnership program between the U.S. Department of Agriculture and 1890 Land-Grant Universities which provides full tuition, employment, employee benefits, fees, books, and room and board each year for up to 4 years to selected students.

Vocabulary

Term	Definition
Service Portal	Front-end portal that enables end-users to submit incidents, requests, and search the knowledge base.

Purpose

The purpose of this guide is to walk applicants through the submission of an 1890 high school or college application.



eAuthentication and Starting Application

Creating a USDA eAuth account is required prior to submitting an 1890 application. The USDA eAuthentication is a system used by USDA agencies to enable individuals to obtain accounts that will allow them to access USDA Web applications and services via the internet. To obtain an eAuth account follow these steps:

1. Navigate to <https://www.eauth.usda.gov/eauth/b/usda/home>.
2. Select **Create Account** in the banner.



3. Select customer on the **Account Registration** page.

A screenshot of the "Account Registration" page. The title "Account Registration" is in bold black font with a blue question mark icon to its right. Below the title is the question "What type of user are you?". There are three radio button options: "Customer" (which is selected, indicated by a blue filled circle), "USDA Employee / Contractor", and "Other Federal Employee / Contractor". At the bottom of the form is a blue button with the text "Continue" in white.



4. Enter your email address and hit **submit**.

Customer Account Registration ?

Please enter your email address

Email Address

5. Once you are on the **Registration Email Sent** page, navigate to your email, where you will find an email with a **Continue Registration** link to verify your account.

Registration Email Sent ?

We have sent an email to the address listed below. Follow the link in the email to complete the registration process.

test.email@gmail.com



Complete Account Registration

Thanks for requesting a USDA eAuthentication account. Please click the link below or right-click on 'Continue Registration', copy the hyperlink and paste it into your browser.



6. Once you select **Continue Registration** via the email, complete the **Customer Account Registration** page with your information.

Customer Account Registration
Form Approved - OMB No. 0503-0014

Please provide the information requested below to complete the registration of your account.

Please enter your complete name as provided on a government issued photo ID (no nicknames).

First name

Middle name (optional)

Last name

Suffix (optional)

i Your User ID Is Your Email Address
User ID : isabelronza@gmail.com

Please set your password ?

Password must be between 12 and 256 characters long and cannot be a commonly used password.

Password

Show Password

Very weak

Submit

7. Once you are on the **Customer Account Registration** page, select **Log in to your application**.

Customer Account Registration

Account Registration Complete

You have completed the account registration process and your account is ready for use.

We have sent a confirmation email for your records.

Your User ID is : isabelronza@gmail.com

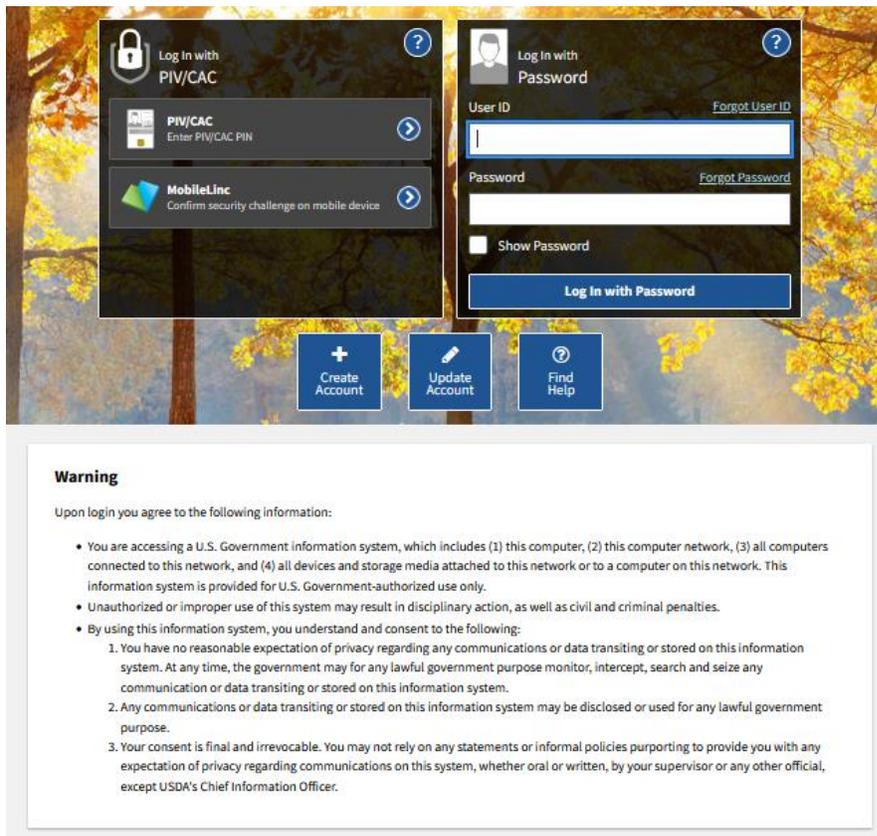
Log in to your application



8. In the same browser, navigate to <https://services.usda.gov/sp>, where you will first be directed to the following page:



9. You will be prompted to select an agency, which will be the **U.S. Department of Agriculture**. After the selection, click **Submit**.
10. Next, you will be redirected to login via your eAuth credentials:

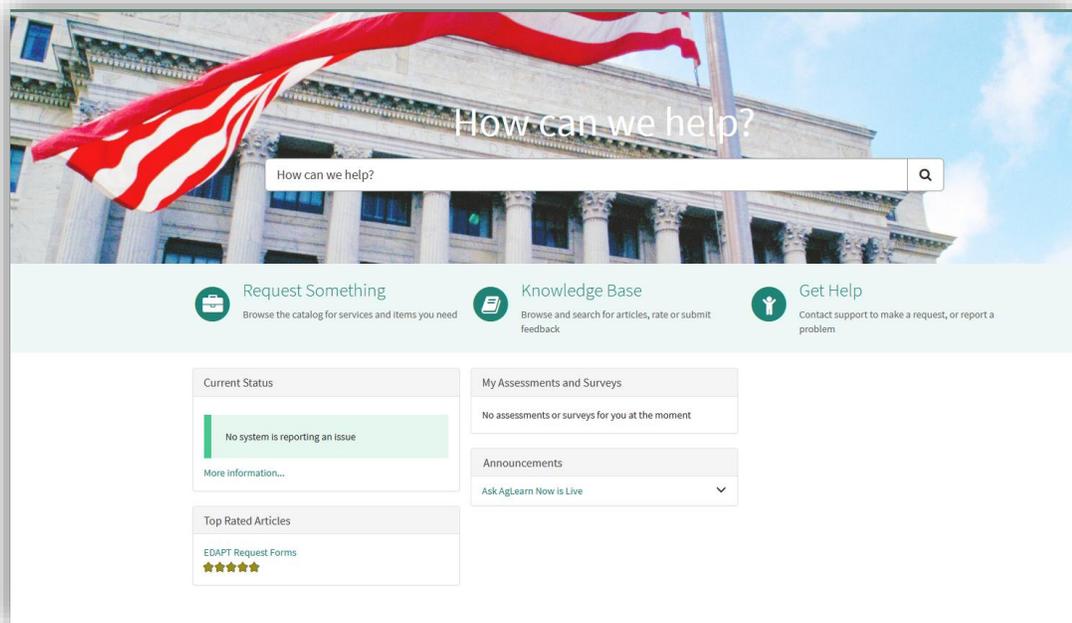




Note: Before login, please review the Warning section at the bottom of the screen and ensure you comply with the information listed. Furthermore, navigate to the Privacy Policy link located below the Warning Information (<https://www.usda.gov/privacy-policy>) for the USDA privacy policy.

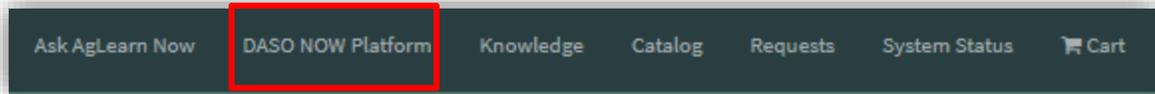


11. After login via eAuth, you should then be brought to a page that looks like the following:

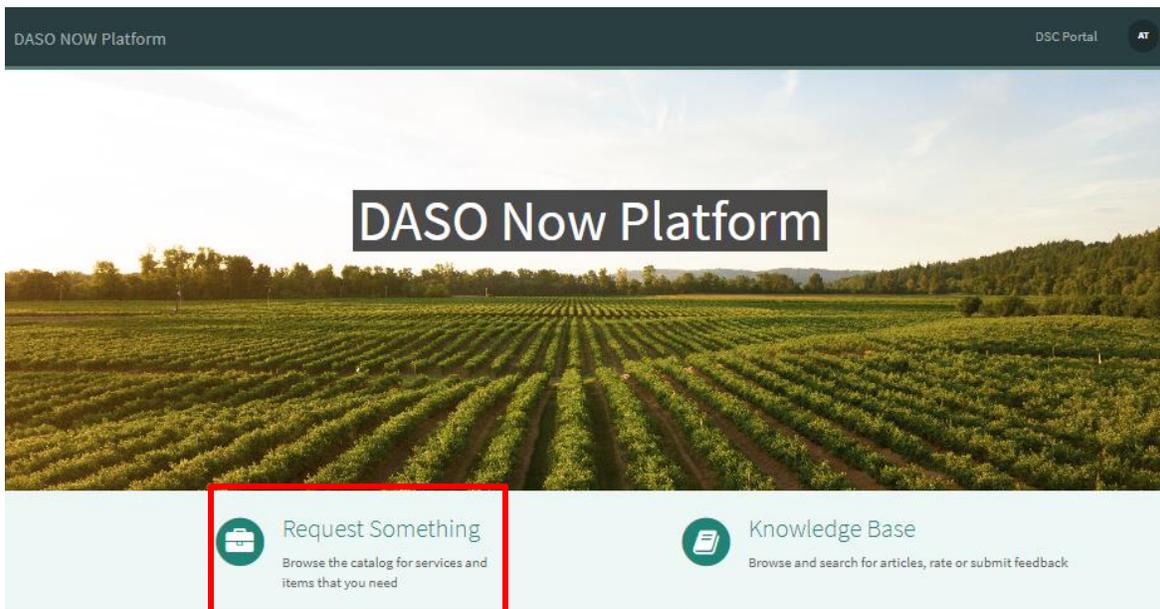




12. From here, navigate to the **DASO NOW Platform** via the link the banner at the top of the page.



13. Once in the **DASO NOW Platform**, you can navigate to the application via **Request Something**.





14. Once in catalog, select **1890 Applications** and choose the **High school** or **College** application depending on if you are a high school or college student.

Categories		
All Categories		
1890 National Scholars Applications	USDA/1890 National Scholars Program (High school) ...	USDA/1890 National Scholars Program (College) ...
1994 Tribal Scholars Applications		

15. Once you are ready to begin your application, select **Start Application**.



UNITED STATES DEPARTMENT OF AGRICULTURE
USDA/1890 National Scholars Program
2022 High School Application

189 
National Scholars Program

[Start Application](#)



Before working through the application, ensure you meet the following requirements for the application(s):

1890 High School	1890 College
<ol style="list-style-type: none"> 1. Be a U.S. citizen 2. Intend to study agriculture, food sciences, natural resource sciences, or other related academic disciplines 3. Have a high school cumulative GPA of 3.0 or better unweighted, on a 4.0 scale 4. Have applied for admission to the respective 1890 Land-Grant University(ies) 5. Have a combined verbal/math score of 1,080 or more on the SAT or a composite score of 21 or more on the ACT 6. Demonstrate leadership and community service 7. Submit the most recent official transcript with the school verification (seal, stamp, etc.) and/or the signature of an authorized school official 8. Submit a 500 – 800 word essay on the listed topics. 	<ol style="list-style-type: none"> 1. Be a U.S. citizen 2. Intend to study agriculture, food sciences, natural resource sciences, or other related academic disciplines 3. Have cumulative GPA of 3.0 or better unweighted, on a 4.0 scale 4. Have been admitted and enrolled as a full-time student at the respective 1890 Land-Grant University(ies) 5. Demonstrate leadership and community service 6. Submit the most recent official transcript with the school verification (seal, stamp, etc.) and/or the signature of an authorized school official 7. Submit a 500 – 800 word essay on the listed topics.

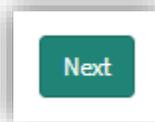
The 1890 Land Grant Universities are as follows:	
<p>Alabama A&M University Alcorn State University (Mississippi) Central State University (Ohio) Delaware State University Florida A&M University Fort Valley State University (Georgia) Kentucky State University Langston University (Oklahoma) Lincoln University (Missouri) North Carolina A&T State University</p>	<p>Prairie View A&M University (Texas) South Carolina State University Southern A&M University (Louisiana) Tennessee State University Tuskegee University (Alabama) University of Arkansas Pine Bluff University of Maryland Eastern Shore Virginia State University West Virginia State University</p>



Navigating Through an Application

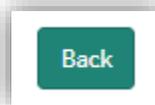
After starting an 1890 application, you will notice various buttons and clickable items throughout the application. The section below will cover all the actions that occur on the event of clicking said items.

1. The first buttons to be identified are the three buttons that exist at the bottom of each page: **Next**, **Back**, and **Save & Finish Later**.
2. The **Next** button will navigate you to the next page of the application.



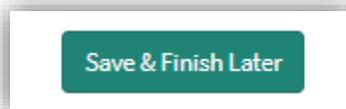
Note: The **Next** button will not allow an applicant to navigate to the next page unless all required information has been completed on the current page, and it will also not be present on the last page as there is no page on the application existing after the page to navigate to.

3. The **Back** button will navigate you to the previous page of the application



Note: The **Back** button will not be present on the first page as there is no previous page on the application to navigate back to.

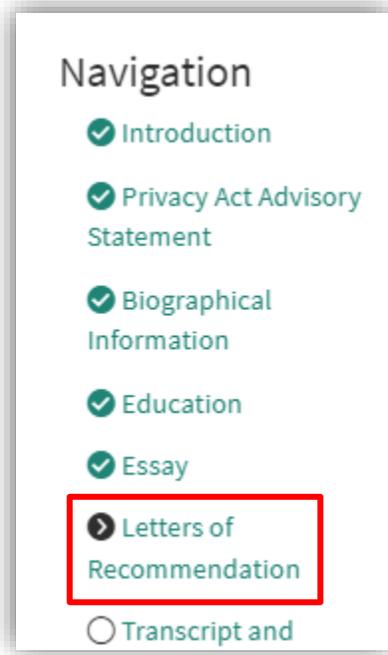
4. The **Save & Finish Later** button will save all progress an applicant has made on the application.





Note: After clicking the **Save & Finish Later** button, the following messages will display at the top of the page to indicate that the save is complete. An applicant will then be allowed to leave the application to return and finish later.

5. An applicant can also navigate through various pages of the application via the **Navigation Bar** that is located on the left side of the screen.



Note: While in the process of applying, a user cannot navigate ahead of the current page that must be completed in the application but can navigate to any page prior.



6. Once an applicant reaches the **Application Checklist** page, checklist items #5 and #8 will be disabled and auto populated based on the receipt of an applicant's transcripts, SAT or ACT, counselor's assessment, and two letters of recommendation.

Note: If the counselor option is selected for the uploading of an applicant's transcript or SAT/ACT, the upload will be reflected in the counselor's assessment.

Application Checklist: 1890 High School Application

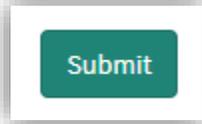
- I have read and understand the eligibility requirements and meet all eligibility criteria.
- I have applied for admission to each 1890 Historically Black Land-Grant University of interest.
- I have read and completed the Candidate's Biographical Information section.
- I have submitted a 500-800 word essay that include all three topics: 1. My interest in working for USDA, 2. How I envision the scholarship will impact me and my future as a public servant; and 3. My experiences and perceptions about agriculture, food sciences, and natural resource sciences.
- My official transcripts, SAT or ACT score, and counselor's assessment have been completed.
- I understand that the complete application must be completed on the online application system by January 31 for consideration for the USDA/1890 National Scholars Program.
- I have signed and dated the application. If under the age of 18 years old, parents and guardians have signed my application.
- My letters of recommendation have been submitted: 1. One letter from school (teacher or administrator) 2. One letter from a community organization (i.e., faith based, community-based organizations, boys & girls club, civic, etc.)

[Back](#) [Save & Finish Later](#) [Next](#)

Note: Receipt of counselor's assessment and letters of recommendation will depend on the compliance of the counselor and recommenders selected on the **Counselor's Assessment** page and **Letters of Recommendation** page. Counselors and Recommenders are contacted via the emails provided on each page.

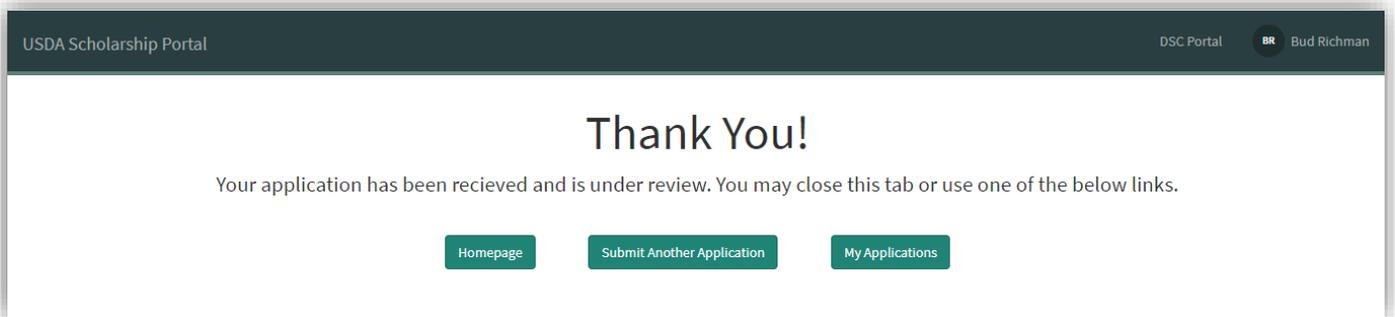


7. The **Submit** button will exist on the last page of the application, and it will submit an applicant's application.



Note: The application reviewal process will begin in clicking this button.

8. After submission of an application, an applicant will be brought to the page below. On this page exists three buttons: the **Homepage**, **Submit Another Application**, and **My Applications** buttons. The **Homepage** button will return an applicant back to the **DASO NOW Platform** Homepage. The **Submit Another Application** button will take an applicant to the Applications page where a user can start a different application. The **My Applications** button will take you to the My Applications page where a user can view all incomplete or submitted applications they have done.



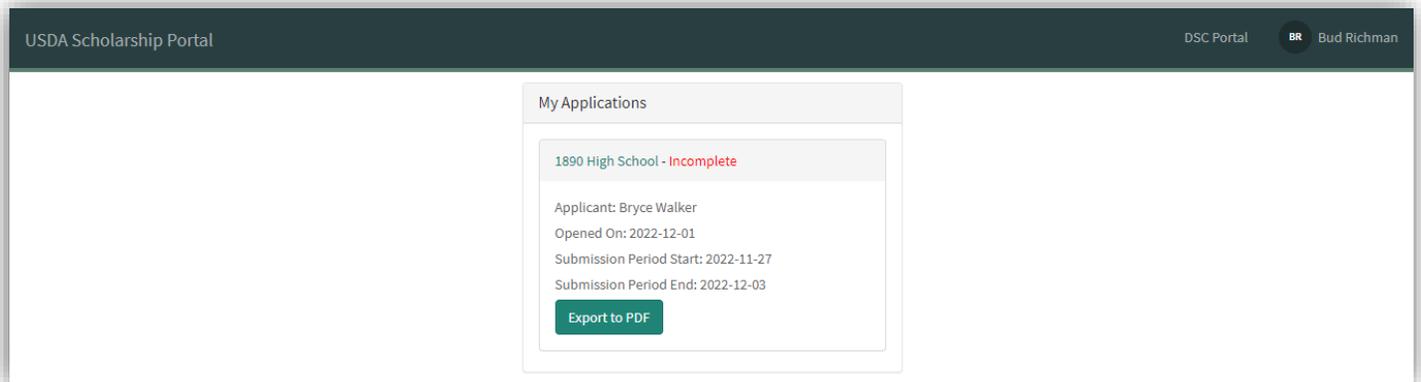


Reviewing Incomplete/Complete Applications

1. To review applications, an applicant can return to the **DASO NOW Platform** and navigate to their profile menu in the top right corner. Within the profile menu the user can select the “My Applications” tab.



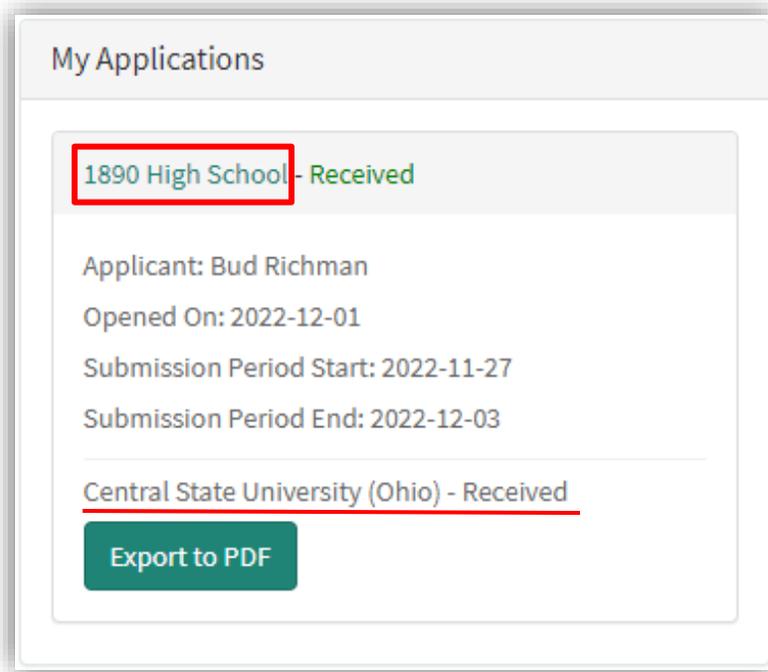
2. This will then take a user to the **My Applications** page, which contains any incomplete or submitted applications the applicant has worked on.



Note: Incomplete applications will have a status of “Incomplete” marked in red, while submitted applications will have a status of “Received” marked in green.



3. Once on the **My Applications** page, an applicant can view applications via clicking on the application name hyperlink in the header of each application listed.



Note: The universities selected within the application will be listed at the bottom of each application, along with an **Export to PDF** button which allows you to view/download specific applications as a pdf.

4. If your application has made it through the reviewal process and been selected, the status of "Selected" will be reflected next to the universities in which you have been selected.

Notifications

Applicants of 1890 National Scholars Applications will receive notifications at the following instances:

- On the successful submission of an 1890 application.
- Whether an applicant is Selected or Not Selected by specific Land-Grant institutions that were identified within their application, after the reviewal process has been completed.