**To complete any of the local scholarships that are included at the website as a PDF document follow these instructions:**

**1. Go the North Huron School home page**

**2. On the right side click on the Career & College Ready link**

**3. Once the link opens click on the “Scholarships” tab; then click on the “Local Scholarships” tab.**

**4. The scholarships listed under the “Local Civic & Community Applications” section are all linked to PDFs. Click on the scholarship application of your choice to open the PDF. Save a copy of the PDF on your device/files.**

**5. Once you have saved the PDF, you can open it and click on the “Fill & Sign” button. This will open the “Fill & Sign Tools”. Click on “Add Text” which will activate a tool that you will be able to use to type on the various applications.**

**6. Save your completed work.**

**These instructions will work for any of the PDFs that are on the Career & College Ready website.**

**If there is not a PDF attached to the scholarship, it is because the current school year application is not available at this time.**