



Financial Aid Office • 901 S Haverhill Road • El Dorado, KS 67042

Tel: 316.322.3121

Fax: 316.322.3316

Email: finaid@butlercc.edu

Submit your documents securely at: <https://butlercc.edu/fa-upload>

Web Site: www.butlercc.edu/financial-aid

Applying for Academic and Foundation Scholarships at Butler

(Students that have not applied for admissions will need to do so before they can access the scholarship application.)

1. Go to **My.ButlerCC** mobile app or **My.ButlerCC.edu** website app
 - If you have logged on to **My.ButlerCC** before, skip to #6
 - If you have never logged on to **My.ButlerCC** continue to #2
2. Click on the “**Password Assistance**” tile.
3. Enter your Butler User Name that was sent to you on your admission letter. (Example: jsmith)
4. Enter your Temporary Password. (Student ID number with Bcc! at the end. (Example: @00123456Bcc!))
5. Follow the “Password Assistance” instructions.
6. Log in to **My.ButlerCC** or **My.ButlerCC.edu**. (If you have any problems, contact the Service Desk at 316-733-3306.)
7. Click the “**Scholarships**” tile.
8. In the window that opens, click on “Sign in with your Butler information.”
9. Use your Butler email address (Example: jsmith@butlercc.edu) and password to access the online application.
10. Complete the application questionnaire and submit.
11. If you have any questions, please contact the financial aid office.

Academic Application Deadlines:

Fall August 1

Spring January 1

Summer May 1

Notice of Nondiscrimination (Equal Opportunity Employment)

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.