



WAYNE STATE  
UNIVERSITY

WSU Scholarship Universe  
Awarding Options

# What is WSU ScholarshipUniverse?

- A platform for students to apply for WSU and external scholarships
  - More intuitive and user friendly to match eligible students to awards
  - Automated communications that include a text messaging option
  - Vetted external scholarships that will match based on the student profile
  - Different award cycles for students in programs with different start dates
- Students match to scholarships and complete any necessary applications

A screenshot of the WSU ScholarshipUniverse website. The header is dark green with 'ScholarshipUniverse' and a 'Login' link. Below is the Wayne State University logo and name. The main content area has a white background with a green border. It includes a welcome message, a notice about scholarship updates, and a 'Sort: Alpha: A-Z' dropdown menu with a 'Filter' button. A search result card for 'Adamany End Fd Pathways to Teaching' is shown, with details for amount, organization, and application dates, and a 'View' button.

ScholarshipUniverse Login

WAYNE STATE UNIVERSITY

**Welcome to WSU ScholarshipUniverse**  
WSU ScholarshipUniverse connects Wayne State University students to internal and external scholarship opportunities

We are working behind the scenes to get all the WSU scholarships added to this new database.  
Please check back soon for more opportunities to apply for awards!

Current and admitted Wayne State University students can [log in](#) to search and apply for scholarships

Sort: Alpha: A-Z Filter

**Adamany End Fd Pathways to Teaching**

AMOUNT  
**Varies**

ORGANIZATION  
College of Education

APPLY BETWEEN  
10/1/2022 - 3/1/2023

View

**Review**

**Award**

**Approve**

## **Review**

- Candidates
- Application materials
- Donor preferences

Select best student for the award

## **Award**

- Determine how much each selected student will receive

## **Approve**

- Sign off on the selected students and the amounts they have been awarded



# Direct Award Review vs Application Review

## **Direct Award Review Method**

Select candidate from pool determined eligible based on

- Student data imported into ScholarshipUniverse
- Student answers to general questions

## **Application Review Method**

Select candidate from pool of applicants

- Students who completed applications and submitted additional required materials



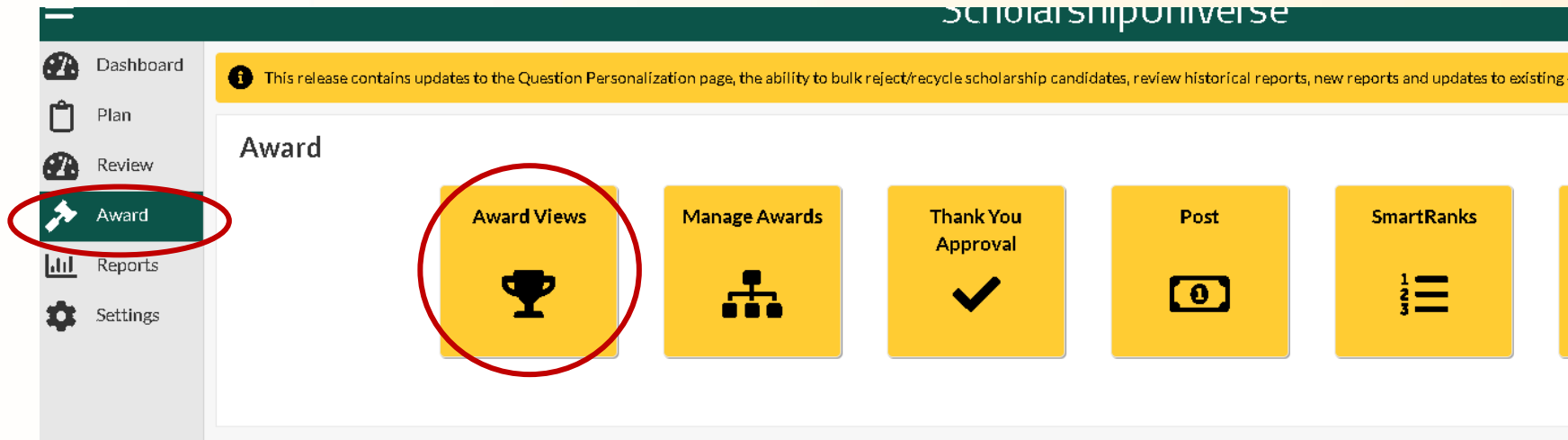
# Finalizing the review

- Before awarding applications, the review process must be complete
- Select the **Start Awarding** button in the Review Pool to move the applicants to the awarding phase
  - Note: In the future, renewable or multi-year awards will be updated to allow identification

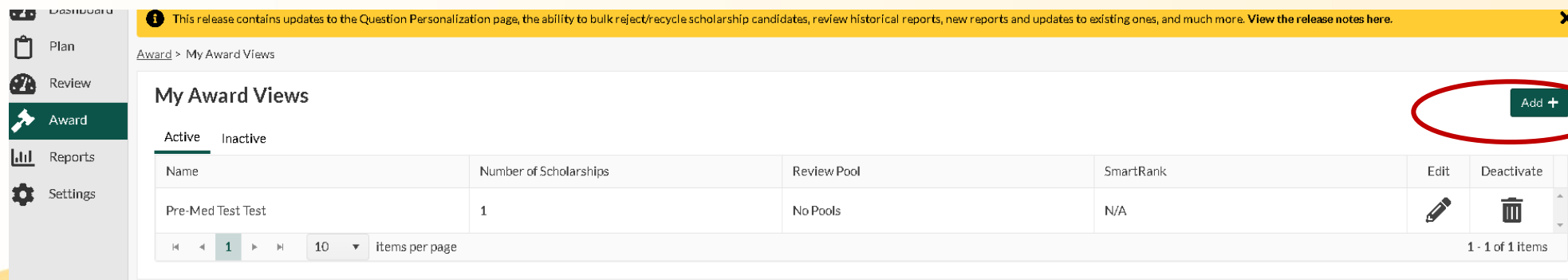
The screenshot displays the Scholarship Universe interface. At the top, the header reads "ScholarshipUniverse" with a search icon, a help icon, and a grid icon. Below the header, the "Review" section contains four yellow buttons: "Manage External Reviewers", "Manage Committees", "Manage Pools", and "Review Applications". The "Manage Pools" button is circled in red. To the left of the "Review" section, a sidebar contains several icons, with the "Review" icon (a clock with a checkmark) circled in red. Below the "Review" section, two "Manage Pools" panels are shown. The left panel has tabs for "Reviewing", "Draft", "Ready to Award", and "Complete", with "Reviewing" circled in red. The right panel has tabs for "Reviewing", "Draft", "Ready to Award", and "Complete", with "Ready to Award" circled in red. Both panels have a table with columns for "Pool Name", "Deadline", and "Progress".



# Creating the award view



- Award
- Award Views
- **Add button**



Award Views are specific to the user – another user can not open it



# Add award view



Award > My Award Views > Award View

## Add Award View

\*Name:

\*Pool:

SmartRank:

Total Applicants	Total Awarded	Remaining Budget
2524	\$0.00	\$3,472.00

Student ID	Name	Award Amount	Award Status	Review Score
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- Name your Award View
- Select your Review Pool
- Select the scholarship to award
  - This will produce a list of all candidates who made it through the review process
  - View total awarded
  - View remaining budget



# Awarding the pool

Click **Award Amount**

**Edit Award View**

\*Name: Pre-Med Test Test

\*Pool: No Pools

SmartRank: Select an item...

Manage Scholarships (2/548)

Total Applicants: 5221

Total Awarded: \$0.00

Remaining Budget: \$6,944.00

Student ID	Name	Award Amount	Award Status	Review Score	Class
		\$0.00			Undergraduate - Senior
		\$0.00			Undergraduate - Senior
		\$0.00			Undergraduate - Senior
		\$0.00			Undergraduate - Senior
		\$0.00			Undergraduate - Junior

**Albert and Adeline Brown Endowed Scholarship**  
(2023-2024)

Total Awarded: \$0.00  
Remaining Budget: \$3,472.00

Fall 2023: \$ 0.00

Winter 2024: \$ 0.00

Comments...

Comments...

Cancel Save

1. View the total awarded
2. View remaining budget
3. Enter Award Amounts for each semester
4. Add comments - optional



# Using SmartRank to sort the award pool

- Rank the list using selectors of your choice
- Use answers or data that was imported from Banner

Name  
First Ever Endowed Award

Organization  
Office of Student Financial Aid

Requirements Add

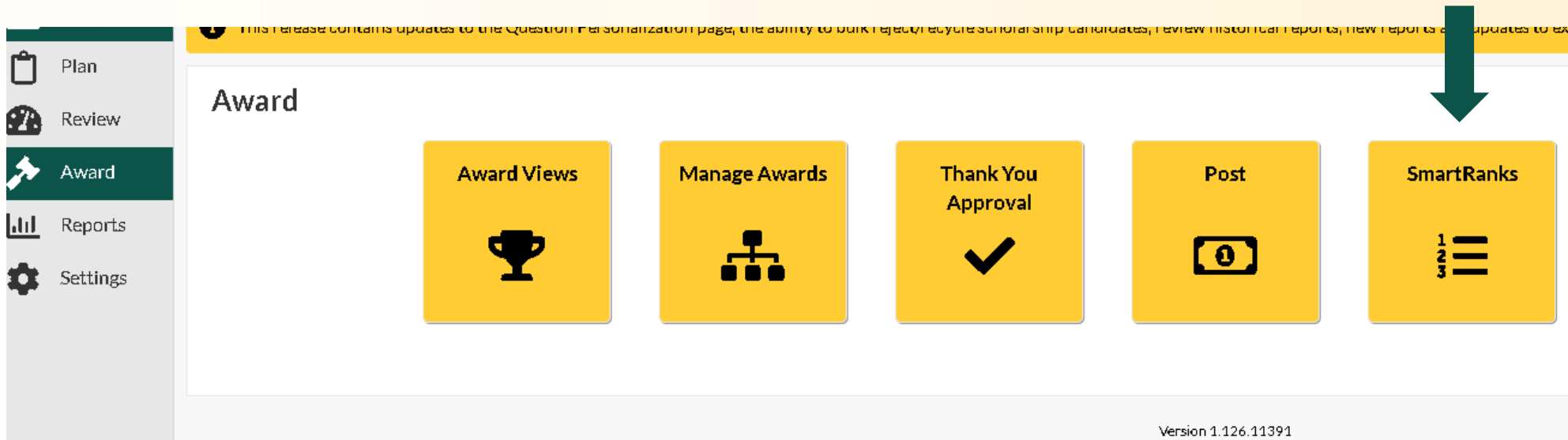
Item	Multiple Answers	Direction	Weight (%)	Sensitivity	Edit	Delete
Review Score		Ascending	0%			
Current Academic Level			50%	Low		
Current/Intended Enrollment Status			25%	Low		
Cumulative GPA		Ascending	25%	Low		

Total Weight: 100%



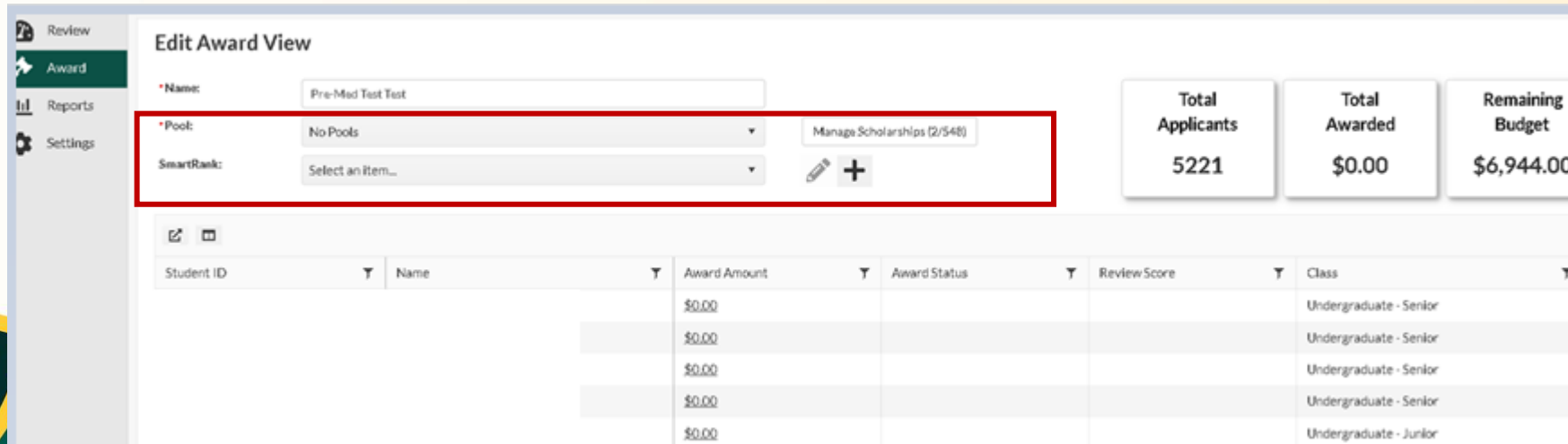
# Creating a SmartRank

This release contains updates to the Question Personalization page, the ability to bulk reject/recycle scholarship candidates, review historical reports, new reports and updates to existing reports.



The screenshot shows the 'Award' dashboard with a sidebar on the left containing 'Plan', 'Review', 'Award', 'Reports', and 'Settings'. The main area has five yellow buttons: 'Award Views' (trophy icon), 'Manage Awards' (hierarchy icon), 'Thank You Approval' (checkmark icon), 'Post' (document icon), and 'SmartRanks' (list icon). A green arrow points to the 'SmartRanks' button. The version number 'Version 1.126.11391' is visible at the bottom right.

Or



The screenshot shows the 'Edit Award View' form. The 'SmartRank' field is highlighted with a red box. The form includes fields for Name, Pool, and SmartRank, along with a 'Manage Scholarships (2/548)' button. Summary statistics are shown on the right: Total Applicants (5221), Total Awarded (\$0.00), and Remaining Budget (\$6,944.00). A table below shows a list of students with columns for Student ID, Name, Award Amount, Award Status, Review Score, and Class.

Student ID	Name	Award Amount	Award Status	Review Score	Class
		\$0.00			Undergraduate - Senior
		\$0.00			Undergraduate - Senior
		\$0.00			Undergraduate - Senior
		\$0.00			Undergraduate - Senior
		\$0.00			Undergraduate - Junior



# Creating the SmartRank

## Add the criterion

- Direction
  - Numeric items allow
    - Ascending (larger numbers are better) or
    - Descending (lower numbers are better)
  - Yes/No items will allow sorting on these answers
- Weight
  - How much should this criteria count towards the score – the total amount needs to add up to 100%



### Edit SmartRank

Name: OSFA Test

Organization: Office of Student Financial Aid

Department: Select an item...

Requirements Add

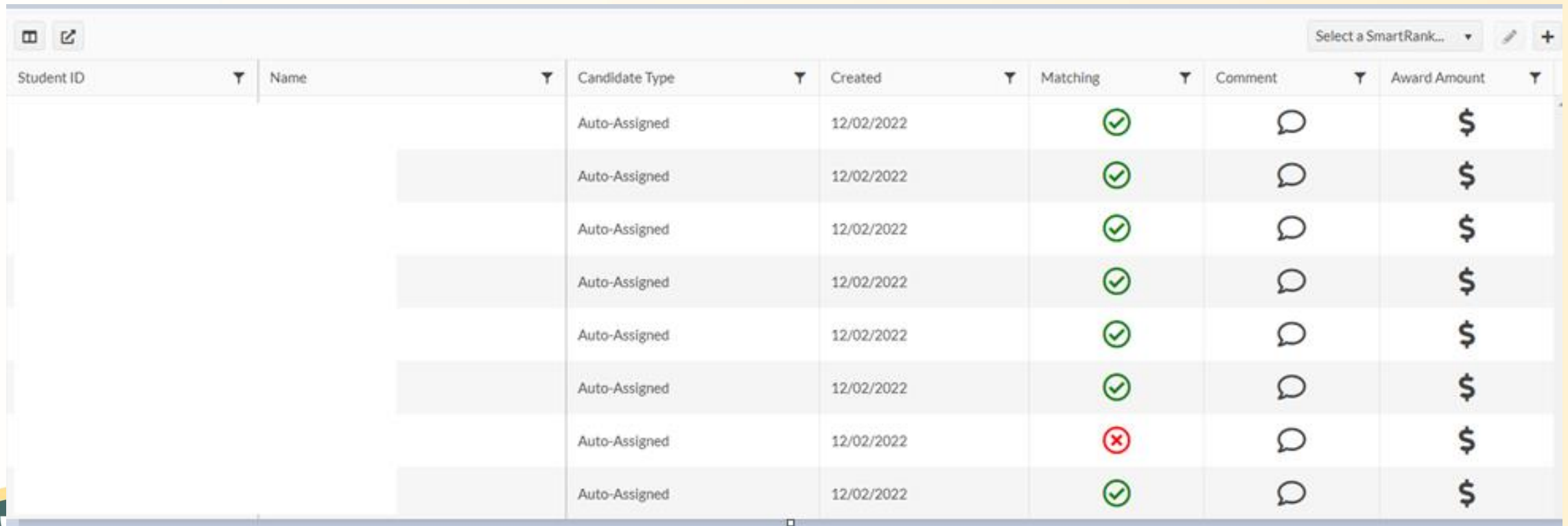
Multiple Answers	Direction	Weight (%)	Sensitivity	Edit	Delete
Review Score	Ascending	5%			
First generation	No is Best	20%	Low		
Current Academic Level		75%	Low		

Total Weight: 100%

Comments

# Another option - Use column manager to sort pool

Candidates and data displayed in a spreadsheet view





The screenshot displays a spreadsheet interface with a table of candidate data. The table has seven columns: Student ID, Name, Candidate Type, Created, Matching, Comment, and Award Amount. The data is sorted by Candidate Type, showing eight rows of 'Auto-Assigned' candidates. The 'Created' date for all is 12/02/2022. The 'Matching' column shows a green checkmark for seven candidates and a red 'X' for one. The 'Award Amount' column shows a dollar sign for all. The interface includes a 'Select a SmartRank...' dropdown and a '+' icon in the top right corner.

Student ID	Name	Candidate Type	Created	Matching	Comment	Award Amount
		Auto-Assigned	12/02/2022	✓	🗨	\$
		Auto-Assigned	12/02/2022	✓	🗨	\$
		Auto-Assigned	12/02/2022	✓	🗨	\$
		Auto-Assigned	12/02/2022	✓	🗨	\$
		Auto-Assigned	12/02/2022	✓	🗨	\$
		Auto-Assigned	12/02/2022	✓	🗨	\$
		Auto-Assigned	12/02/2022	✗	🗨	\$
		Auto-Assigned	12/02/2022	✓	🗨	\$



# Adding custom columns

Click on the graph icon



 		
Student ID	▼	Name

Select from a student answer or from student data imported from Banner

## Custom Columns ✕

Question   SIS

Search from an existing question ▼

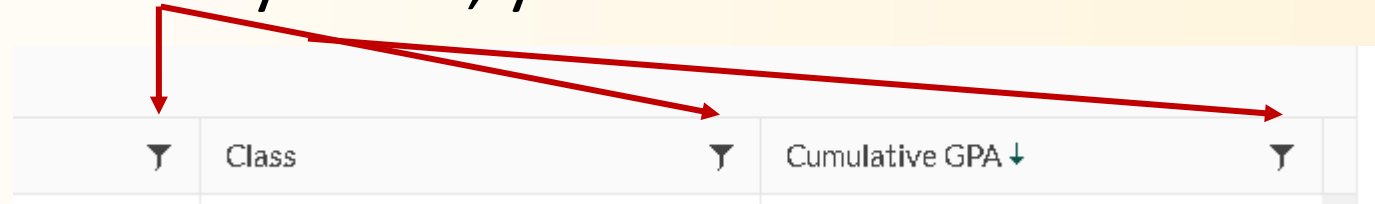
Name	Delete
 Class	

Cancel   Save



# Sorting and awarding

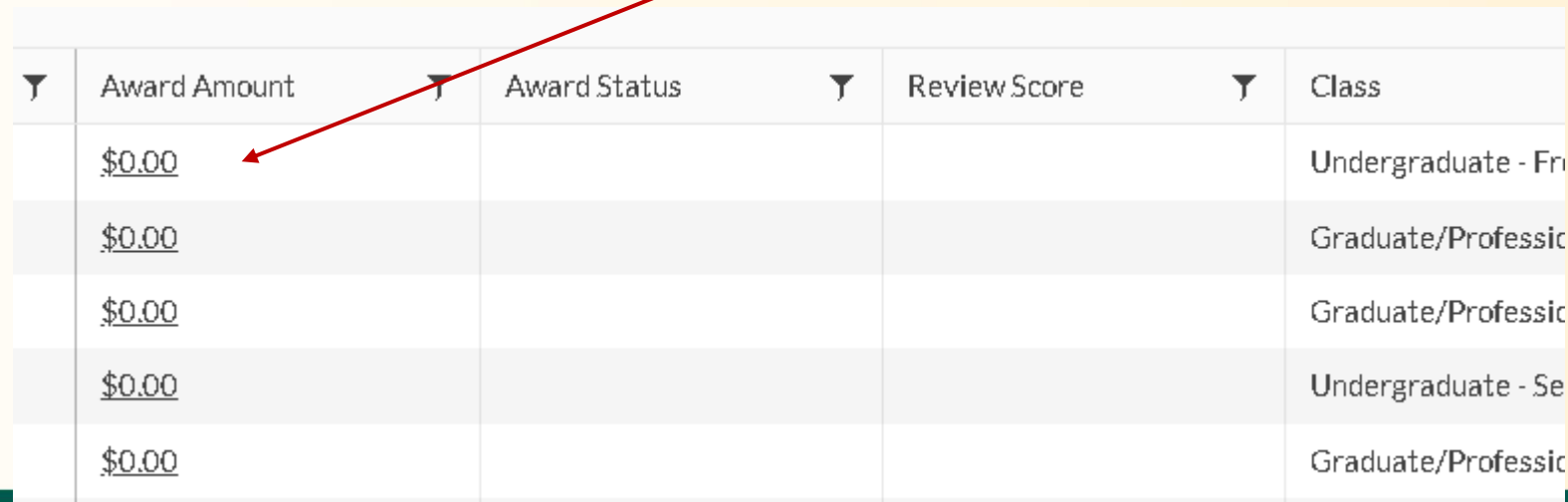
- Using the filter symbols, you can reorder the list



A screenshot of a table header with three columns: 'Class', 'Cumulative GPA', and an unlabeled column. Each column has a downward-pointing filter symbol. A red arrow points from the first filter symbol to the 'Class' column, another from the second to the 'Cumulative GPA' column, and a third from the third to the right edge of the table.

▼	Class	▼	Cumulative GPA ↓	▼
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- Then click and update the Award Amount



A screenshot of a table with five columns: 'Award Amount', 'Award Status', 'Review Score', and 'Class'. Each column has a downward-pointing filter symbol. The 'Award Amount' column contains five rows of '\$0.00'. A red arrow points from the text 'Then click and update the Award Amount' to the first '\$0.00' cell.

▼	Award Amount	▼	Award Status	▼	Review Score	▼	Class
	<u>\$0.00</u>						Undergraduate - Fr
	<u>\$0.00</u>						Graduate/Professic
	<u>\$0.00</u>						Graduate/Professic
	<u>\$0.00</u>						Undergraduate - Se
	<u>\$0.00</u>						Graduate/Professic



# More information on our website for scholarship managers

[wayne.edu/scholarships/mangement/faq](https://wayne.edu/scholarships/mangement/faq)

[wayne.edu/scholarships/mangement/training](https://wayne.edu/scholarships/mangement/training)

## How do I request access to review and make scholarship awards?

Access can be requested by the **Department Business Manager** or other person authorized by the Dean/Director to grant access to student personal information for the purposes of awarding WSU scholarships.

[2023-24 ScholarshipUniverse Access Request Form](#)



[Home](#) > [Scholarships](#) > [FAQs](#)

## FAQs

### Can you tell me more about WSU ScholarshipUniverse?

The Office of Student Financial Aid is excited to introduce [WSU ScholarshipUniverse](#), a new platform that offers more options for students and staff.

- Matching tools that are more intuitive and user friendly

to award cycles when needed to attract students in programs v

oss that will match based on the student's profile

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re being loaded in the database and we will continue until all a

low for students and staff to use for the 2023-24 academic ye

with each area to show you the functions and options before av

[training in Academica](#)

[ScholarshipUniverse FAQs for students](#)

## How do I request access to review and make scholarship awa

Access can be requested by the **Department Business Manager** or other person authorized by the Dean/Director to grant access to student personal information for the purposes of awarding

# Questions?

- School/College/Department staff can contact us at [scholarshipmanagement@wayne.edu](mailto:scholarshipmanagement@wayne.edu)

- Scholarship Specialists:

- Lenisa Daniels
- Lee Beaton
- Keisha Turner

- Data Analyst:

- Nikki Thomas

- Associate Director:

- Michelle Luck

- Students can reach us at [studentservice@wayne.edu](mailto:studentservice@wayne.edu)

