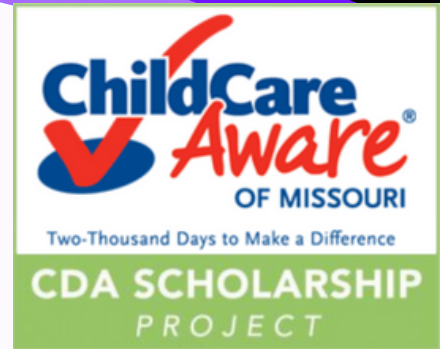


# HOME VISITOR CDA SCHOLARSHIP



## Step 1 - Enrollment

Congratulations and Welcome to the CDA Scholarship Project!

To make your scholarship active, we need the following from you:

- Completed and signed Participation Agreement
  - Completed and signed FormW9
- Both you and your employer must sign and date the Participation Agreement.

Next, create your account in the CDA Scholarship Project database:

- Go to [www.cdасcholarshipmo.org](http://www.cdасcholarshipmo.org)
- Click on "ALREADY ENROLLED? Log in here."
- Choose "Click Here" under "First Time Logging in?"
  - Use your personal email as the username
  - As a home visitor, you do NOT enter a MOPD ID number
  - Create a password
- Click "Log In" to create your account

Now you are ready to upload the forms to your account:

- Log into your account and click on "Upload Documents."
- Click on "Browse" to open the documents on your computer.
- Once the document is attached, click on the drop-down arrow in the "Document Type Field."
- Select "CDA Agreement" or "Tax Document/W9/Schedule C."
- Click the "Upload" button.

\*\*Start collecting all previously taken clock hour training certificates, lists of completed trainings for your home visiting model and college transcripts (student copies are valid) now as these will be used in your next steps.

[Info@CDAscholarshipMO.org](mailto:Info@CDAscholarshipMO.org)

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