Students will not be able to upload the letter of recommendation themselves. Letters of recommendation must be received by **February 1, 2026 at 11:59 pm PT. No late letters of recommendation will be accepted**. To check whether your provider has uploaded the letter or not, go to your applications and check the percentages underneath the "Request" section.

5. **Submit a transcript and resume**

   NIAF will accept both official and unofficial transcripts to fulfill the transcript requirement. Please upload your most recent transcript(s) and resume as a PDF or Word document in the "Additional Documents" section of the application.

6. **Review and submit**

   Once you have filled out the entire application, please review your application to ensure that all of your responses are complete and correct. As you complete each section, the bar underneath each of the headings will reflect the percentage of the section that you have completed.

   After you complete all the required sections of the application and all of the sections show that they are 100% complete, click the "Final Review and Submit" button at the top right-hand corner of your application. Click this button, and it will prompt you to review your application. The application summary will appear. If your application is correct, please click the check box at the top of the page to confirm that you have reviewed the application and click the blue "Submit" button. You will receive an e-mail from admin@communityforce.com to confirm the submission of your application.