2020 Scholarship Application

The Northeastern Pennsylvania Society of Human Resource Management (NEPA SHRM), as an affiliate chapter of the Society of Human Resource Manager (SHRM), is pleased to provide an annual scholarship to two deserving members of our chapter.

The purpose is to provide two (2) scholarships; both to individuals meeting the eligibility requirements and seeking certification as a SHRM Certified Professional (SHRM-CP) or SHRM Senior Certified Professional (SHRM-SCP). Eligibility requirements can be found on page 2. The scholarships are awarded annually. Each scholarship recipient will be eligible and reimbursed for partial financial assistance towards a preparation course, the purchase of preparation materials and/or to pay the exam fee up to the amount of $750 per scholarship. All applicants will be notified of their standing by phone or by email no later than February 14, 2020.

Selection Process:

Scholarship recipients who meet the eligibility requirements will be selected at random by the Professional Development Committee and the NEPA SHRM Board of Directors. Should NEPA SHRM not receive two (2) qualified applications by the application deadline, NEPA SHRM reserves the right to accept additional applications for consideration at the discretion of the Board of Directors. The NEPA SHRM Board of Directors reserve the right to alter, amend, or discontinue the Scholarship program in whole or part at any time. Any change or discontinuance will not adversely affect awarded recipients.

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| --- | --- |
| Name: | Email: |
| Title: | Mailing Address: |
| SHRM Member ID: | Telephone: |
| Chapter Member Since: | Company Name: |
| Anticipated Exam Date: |  |

Application checklist:   
    
This application is complete and valid only when you have submitted all of the following materials:

1. Your completed and signed application
2. Your resume

***Submission of your application and resume to*** [***nepashrm@yahoo.com***](mailto:nepashrm@yahoo.com) ***must be received no later than January 31, 2020 to qualify. Please title the subject of your email “Last Name, Scholarship Application.”***

Eligibility Requirements:

* You must be members of both SHRM and NEPA SHRM in good standing.
* You must be eligible to sit for the SHRM-CP or SHRM-SCP Certification Exam and/or not have let your certification lapse. [Please check with SHRM for complete eligibility requirements.](https://www.shrm.org/certification/apply/eligibilitycriteria/Pages/default.aspx)
* Any scholarship recipient agrees to register and sit for the examination within the Spring or Winter Exam Window following scholarship notification. [Please check with SHRM for application deadlines.](https://www.shrm.org/certification/apply/pages/default.aspx)
* Two scholarships will be granted annually as partial financial assistance towards the cost of a preparation course, the purchase of preparation materials and/or to pay the exam fee.
* Applications and resumes must be received by January 31, 2020.
* Previous applicants who have not been awarded the scholarship are eligible to reapply. Applicants who have received an award in the past will be ineligible for future awards.

Reimbursement Process:

At the completion of the exam, recipient shall submit proof of exam completion along with receipts for all eligible expenses, and a valid mailing address for check reimbursement to nepashrm@yahoo.com with the subject line “Last Name, Scholarship Reimbursement.” All receipts must be submitted to NEPA SHRM no later than March 15th, 2021. Receipts after this date will not be reimbursed.

Passing the exam is not a requirement for reimbursement.

Certification:

In submitting this application, I certify that the information provided is complete and accurate to the best of my knowledge. If requested, I agree to give proof of information provided with this application. Falsification of information may result in termination of any scholarship awarded which may include an obligation to repay all funds that have been disbursed. This application becomes the property of NEPA SHRM Professional Development Committee. I understand the application and all supporting documentation will be reviewed by NEPA SHRM Professional Development Committee and its Board of Directors. I agree that if I am to receive a scholarship from NEPA SHRM I will register and sit for the examination within the Spring or Winter Exam Window following scholarship notification.

 

Signature Date

Revised February 2019