



ASHRM Chapter SHRM SHRM-CP/SHRM-SCP Certification Scholarship Guidelines



ASHRM Certification Scholarships provide financial support to those who are unable to afford the cost of the Education & Certification Preparation Network classes, SHRM Learning System and registration fee for the exam.

ELIGIBILITY

To be eligible for the ASHRM's certification scholarship, an individual must:

1. Be an active member of ASHRM or an Anchorage Student Chapter
2. Be employed or intend to be employed in the Human Resource profession
3. Have no organizational support or reimbursement (i.e., not receiving corporate, Student Chapter, or other funds) for the ASHRM's certification preparation class, SHRM Learning materials or exam registration costs
4. Must submit a completed scholarship application packet on or before the application deadline.

SCHOLARSHIP VALUE

The ASHRM's certification scholarship covers the actual costs of registering for the certification exam within the standard registration deadline, waived fees to attend ASHRM's Education & Certification Preparation Networking study group, and the SHRM Learning System for a total value of approximately \$1,500.00.

SCHOLARSHIP REVIEW PANEL

The Certification Scholarship committee will consist of three ASHRM members.

SCHOLARSHIP AVAILABILITY

Based on the annual approval and allocation of funds by the ASHRM Board, ASHRM may award a maximum of two (2) scholarships each calendar year:

- One (1) SHRM-CP or SHRM-SCP exam scholarship (total of 1) for the spring/summer testing window
- One (1) SHRM-CP or SHRM-SCP exam scholarship (total of 1) for the fall/winter testing window

APPLICATION PACKET

To be considered complete, a scholarship application packet must include:

- A completed and signed scholarship application, a current resume, and two professional statements of support.
- A one-page (700 Word Max) "Why Me" letter that addresses your career goals and how certification will benefit you personally and professionally,

Once submitted, no changes can be made to your application.

REVIEW CRITERIA

ASHRM's certification scholarships will be awarded based on the scholarship committee's assessment of the candidate's application and responses. If your financial situation changes and you no longer require the funds, we respectfully request that **you withdraw your application** from consideration to provide the opportunity for others.

APPLICATION DEADLINES

Completed scholarship application packets must be received on or before:

- January 15 for the Spring classes
- September 09 for the Fall classes

Completed application packets may be submitted via:

Email: ecpn.ashrm@yahoo.com and cgoodwin@rasmuson.org

Winners will be notified no later than January 30 for the Spring scholarship or September 20 for the Fall classes.



**ASHRM Chapter OF
 SHRM
 Scholarship Application
 SHRM-CP/SHRM-SCP**



All applicants must meet the following criteria:

- **Be an active member of ASHRM or an Anchorage Student Chapter.**
- **Be employed or intend to be employed in the Human Resource profession, and**
- **Have no organizational support or reimbursement (I.E. not receiving corporate, Student Chapter, or other funds for the exam costs), and**
- **Submit a completed scholarship application packet on or before the application deadline.**
- **Plan to sit for your exam during the chosen testing window .**
- **Demonstrate achievement and financial need.**
- **Be willing to attend all the ASHRM Certification Preparation Classes**

PERSONAL INFORMATION

Name:	SHRM Number:
Current Job Title:	How Long in your HR Role?
Phone Number:	E-mail:
Mailing Address:	
Certification Type:	
Are receiving any organizational support or reimbursement to help obtain your SHRM Certification? YES NO Briefly Describe_____	

APPLICATION

Complete the following questions with as much detail as possible (attach additional pages, if necessary).

Explain why you have chosen to further your body of knowledge in the HR field: 500 words or less



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Describe your previous work-experience as it relates to the Human Resource profession and where you would like to see yourself in 5 years. 500 words or less.

What do you believe to be your strengths or professional attributes? 500 words or less.



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Explain your financial need and any special circumstances you feel are relevant to your application: 500 words or less.

In order to complete your application, you must also submit your resume, “why me” letter and letters of support to the ASHRM Chapter of SHRM.

ACKNOWLEDGEMENT

By signing below, I certify that the information on this application is true and accurate to the best of my knowledge and that I am eligible to apply for this scholarship according to the eligibility criteria cited. I understand that if I am selected for a scholarship award, I may be asked to verify the information provided. And, if selected, I understand my name and photo may be used for promotional purposes. I understand given the nature and purposes of the scholarship program, individuals offered awards for which they are no longer eligible will relinquish the award and any claim to the award. I certify that all the above information is correct and authorize the Anchorage Society for Human Resource Management (ASHRM) to use this application and all information contained herein for the purposes of review and consideration for ASHRM’s Certification Scholarship.

SIGNATURE

DATE

Completed application packets must be received on/before the application deadline via:

- Email: cgoodwin@rasmuson.org; ecpn.ashrm@yahoo.com .
- Mail: ASHRM, 200 W 34th Avenue PMB 257, Anchorage, AK 99503-3969
- In Person: Education Board Chair, Sarah Johnson, or Education Co-Chair, Carmen Goodwin

FOR INTERNAL PROCESSING PURPOSES ONLY:

Date Received	Review Date	Award Decision	Comments
		YES NO	