

## SHRM –Topeka Chapter

## Scholarship Application

General Information: The Topeka Chapter of the Society for Human Resource Management makes scholarships available to its members based on available funding. Funding is primarily from monthly meeting company sponsorships. The Chapter Board serves as the selection committee. Scholarships may be used for college tuition, HR certification preparation courses, continuing education, conferences, seminars or similar educational opportunities. Once awarded, funds will be issued on a reimbursement basis. The recipient will initially pay for the training and then present a receipt to the Chapter Treasurer for reimbursement.

Evaluation Criteria: The criteria for evaluation include the following: number of years as a member of the Topeka Chapter of SHRM, national membership in SHRM, service on a Chapter committee, service as a Chapter officer, and a supporting paragraph submitted by the applicant. The supporting paragraph should include reasons for seeking the support and the intent of the applicant for use of the knowledge gained. When considering applicants, the Chapter Board will assign point values to each component to determine recipients of funds.

Procedure: Complete the information below, attach a supporting paragraph, and then email to Lara Waits, SHRM Topeka. Application deadline for Summer/Fall will be 9/1 and winter 12/20. US Mailed applications must be postmarked by the deadline. If you have questions, please contact Ruth at the email address listed below.

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| **Name:**  |
| **Address:**  |
| **City, ST Zip:**  |
| **Business Phone:**  | **Fax:**  |
| **No. Yrs. Topeka Chapter Member:**  | **Member of National SHRM? Yes No** |
| **Amount Requested:**  |

Attach: List of Chapter committees served on and number of years on each committee

 List of Chapter chairmanships held and number of years in each chair

List of Chapter elective offices held and the number of years in each office

 Supporting paragraph

* Lara Waits, shrmtopeka@gmail.com