



ALASKA SHRM STATE COUNCIL



# **2012 Alaska SHRM State Council**



**Academic Scholarship  
and  
HRCI Certification  
Scholarship  
Programs and Applications**



## PROGRAM OVERVIEW

The Alaska SHRM State Council serves the state's human resource professionals and promotes human resource communications by:

- Providing high quality, dynamic and responsive programs and services
- Serving as the state's voice on human resource management issues
- Facilitating the development and guiding the direction of HR professionals

Committed to "*Serving the HR Professional and Advancing the HR Profession*" within the State, the Alaska SHRM State Council proudly sponsors this SHRM Student Scholarship Award and the HR Professional Certification Scholarship Award.

- Student Scholarship Award Program: The student scholarship award program supports, encourages, and prepares undergraduate and graduate students for a career within the field of Human Resource Management or a related field. There is one student scholarship award for 2012. The recipient will receive a check in the amount of \$500 (made payable to the student).
  - **Related fields** are majors or concentrations in Business Management, Business Administration, or Management
- HR Professional Scholarship Award Program: The HR professional certification scholarship program supports and encourages HR professionals who pursue professional certification. There is one HR Professional certification scholarship award for 2012. The recipient will receive a check in the amount of \$500 (made payable to the HR Professional).

## SCHOLARSHIP AWARD PROGRAM JUDGING

Judging for both scholarships is based on timely submission of all required documents. Scholarship applications will be evaluated by a panel of judges that consists of five Alaska SHRM State Council board members. Judges will rank each application based on specific criteria for the student scholarship and specific criteria for the HRCI scholarship. Judges' scores are combined to determine the highest average ranking student applicant score and highest average ranking HR Professional applicant score. The panel of judges reserves the right to reject any application that does not meet the application qualifications or application requirements. All submissions must be made via email no-later-than **November 1, 2012**, midnight Alaska Standard Time Zone. The recipients will be notified by phone and formal letter on or before December 15,



2012, and will be presented with their respective scholarship award at the first Alaska SHRM State Council meeting in January 2013, or as close to this date as possible.

## STUDENT SCHOLARSHIP APPLICATION QUALIFICATIONS

**NOTE:** Board members of the Alaska SHRM State Council and members of their immediate family are ineligible to apply for Alaska SHRM State Council student scholarship programs.

- Undergraduate Student Qualifications:
  - Completed at least two years of study (60 semester hours or 95 quarter hours).
  - Carry a minimum of 9 semester credit hours or 13 quarter hours at time of application.
  - Achieved a minimum cumulative GPA of 3.0 on a 4.0 scale.
  - Pursuing a major or concentration in a Human Resources Management discipline or a related field.
  - National SHRM member for a minimum of four months prior to application deadline date.
  
- Newly Admitted Graduate Student Qualifications:
  - Provide cumulative undergraduate GPA.
  - Provide a copy of the Graduate School's Letter of Acceptance, on school letterhead, for the University/College attending
  - Pursuing a Master of Business Administration (MBA) or Master of Management (MAM) graduate degree.
  - Pursuing a concentration in Human Resources Management or a related field. National SHRM member a minimum of four months prior to application deadline date.
  
- Matriculated Graduate Student Qualification:
  - Minimum cumulative GPA of a 3.30 on a 4.0 scale.
  - Pursuing a Master of Business Administration (MBA) or Master of Management (MAM) graduate degree.
  - Pursuing a concentration in Human Resources Management or a related field
  - Enrolled in a minimum of 6 semester credit hours of graduate studies at time of application.
  - National SHRM member a minimum of four months prior to application deadline date.



## APPLICATION REQUIREMENTS:

### Application Packet Requirements:

- Completed Student Scholarship Application form.
- ESSAY:** The applicant will compose a two-page essay, which clearly explains why an academic major or concentration in Human Resource Management, or a related field was selected as a field of study. Additionally, the applicant will discuss future professional goals in the career field of human resource management, and how the degree sought contributes to career professional goals. Additionally, the applicant will address financial importance of the scholarship. The essay may also include other information that will distinguish an applicant from other candidates for the scholarship. Points will be deducted for misspellings and grammatical errors.
- The essay format must be doubled-spaced; font Time New Roman, size 12 point. Current resume
- Two letters of recommendation –(One letter must be from an academician)
- Official undergraduate or graduate transcript, as applicable.
- As needed document: Applicants who have been accepted into a graduate degree program will provide a copy of the “letter of acceptance” on school letterhead.

## STUDENT SCHOLARSHIP JUDGING CRITERIA

- 35% SHRM student chapter leadership, involvement, and/or commitment to the HRM profession.
- 30% Academic achievement.
- 25% Additional student and/or community leadership roles and service activities/work experience.
- 10% Financial need.

## WHERE TO APPLY/WHO TO CONTACT WITH QUESTIONS:

All applications must be submitted no later than November 1, 2012 electronically via email attachment (PDF format) to Dr. Dave Rambow, Alaska SHRM State Council College Relations Director at the following email address: [drambow@mtaonline.net](mailto:drambow@mtaonline.net). For direct questions concerning the student scholarship program, contact Dr. Dave Rambow at (907) 375-4509.

(Student Scholarship Application form is located on the next page)



**STUDENT SCHOLARSHIP APPLICATION FORM**

(Please type or print legibly)

**APPLICANT INFORMATION**

Name: Last First Middle Initial

Mailing Address:

City:

Contact Telephone # Email:

SHRM Membership # Expiration date:

**ACADEMIC INFORMATION**

Undergraduate: Student Year:  Junior  Senior

Graduate Student

Academic Degree program: \_\_\_\_\_

University: \_\_\_\_\_

Address/Campus: \_\_\_\_\_

Major/Concentration: \_\_\_\_\_

Current GPA: \_\_\_\_\_ (on a 4.0 point scale)

List any academic honors, prizes, awards, and recognitions received while attending college (If additional space is needed, then list on a separate sheet of paper):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any previous scholarship(s) awarded (If additional space is needed, then list on a separate sheet of paper):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List participation in community activities (If additional space is needed, then list on a separate sheet of paper):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of credit hours for which you intend to register in the Fall: \_\_\_\_\_ Spring: \_\_\_\_\_ Summer: \_\_\_\_\_

Expected Graduation Date (Semester/Year): \_\_\_\_\_



**SHRM INVOLVEMENT INFORMATION**

List leadership positions, volunteer services, and activities participated with a local professional SHRM chapter or event. (If additional space is needed, then list on a separate sheet of paper).

---

---

---

Member of a Student Chapter: Yes  No  , if "Yes", Student Chapter # \_\_\_\_\_

Additionally, if "Yes", list current or past Student Chapter leadership position(s) held:

---

---

**APPLICATION CHECKLIST**

This application becomes complete and valid only after applicant returned the SIGNED application with the following documents attached:

- Completed Application form.
- Response to essay topics.
- Current resume.
- Two letters of recommendation (one letter must be from an academician).
- Official undergraduate or graduate transcript, as applicable.
- As needed document: letter of acceptance for applicants who have just been accepted to degree program.

**SIGNATURE:**

In submitting this application, I certify that the information provided is complete and accurate to the best of my knowledge. I agree to provide proof of any and all information in this application, if requested. Falsification of information may result in termination of any scholarship awarded including an obligation to repay all funds disbursed. I understand this application becomes the property of Alaska SHRM State Council.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return the complete application with supporting documents to Dr. Dave Rambow, Alaska SHRM State Council College Relations Director via email (place attachment in a PDF format) to the following email address: [drambow@mtaonline.net](mailto:drambow@mtaonline.net) by **November 1, 2012**.

**The Alaska SHRM State Council does not discriminate against individuals on the basis of race, color, gender, sexual orientation, marital status, religion, disability, age, veteran status, ancestry, national origin, or citizenship in the administration of its scholarship programs.**



## HR PROFESSIONAL CERTIFICATION SCHOLARSHIP APPLICATION QUALIFICATIONS

### APPLICATION REQUIREMENTS

#### ELIGIBILITY

**NOTE:** Board members of the Alaska SHRM State Council and members of their immediate family are ineligible to apply for Alaska SHRM State Council scholarship programs

Applicants must be an active SHRM member prior to applying for this scholarship. Applicants applying for this scholarship must be working towards one of the following certifications:

- Professional in Human Resource (PHR or PHR-CA)
- Senior Professional in Human Resource (SPHR or SPHR-CA)
- Global Professional in Human Resource (GPHR)

Scholarship funds may be used to purchase test preparation materials, attend a certification preparation seminar, and/or pay the exam fee. Scholarship is awarded just once per year, however, individuals who have already taken an exam in 2012 are still eligible to apply. This scholarship is a one-time award. Previous applicants are eligible to apply. Additionally, previous scholarship recipients may apply if pursuing an additional certification.

#### APPLICATION REQUIREMENTS:

Applicant composes a brief essay (not to exceed two typed, double-spaced pages) discussing why the applicant seeks a certification and how the certification will enhance the applicant's HR career.

#### Application Packet Requirements

- Scholarship application
- The essay format must be doubled-spaced; font Time New Roman, size 12point. Additionally, the essay may also include other information from that required above which will distinguish an applicant from other candidates with HR Professional Certification for the certificate scholarship. Points will be deducted for misspellings and grammatical errors
- Current Resume
- List of past volunteer leadership position(s), if any (SHRM or other)
- Two letters of recommendation

#### HR PROFESSIONAL CERTIFICATION JUDGING CRITERIA

- 55% Work experience/professional (HR involvement and future HR career plans)
- 45% Volunteer activity

#### WHERE TO APPLY/WHO TO CONTACT WITH QUESTIONS:

All applications must be submitted no later than November 1, 2012 electronically via email attachment (PDF format) to Sallie Stuvek, Alaska State Council HRCI Liaison at the following email address: [sstuvek@acsalaska.net](mailto:sstuvek@acsalaska.net). For direct questions concerning the certification scholarship program, contact Sallie Stuvek at (907) 322-7624.



## HR CERTIFICATION SCHOLARSHIP APPLICATION FORM

(Please type or print legibly)

### PERSONAL INFORMATION:

Name: Last \_\_\_\_\_ First \_\_\_\_\_ Middle Initial \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Contact Telephone # \_\_\_\_\_ Email: \_\_\_\_\_

SHRM Membership # \_\_\_\_\_ Expiration date: \_\_\_\_\_

### HR PROFESSIONAL INFORMATION

Type of certification sought:

- PHR       SPHR       GPHR       PHR-CA       SPHR-CA

### APPLICATION CHECKLIST

This application becomes complete and valid only after applicant has returned the SIGNED Application with the following documents attached:

- Scholarship application.
- Response to essay topics.
- Current resume.
- List of past volunteer leadership roles, if any (SHRM or other).
- Two letters of recommendation.

### SIGNATURE:

In submitting this application, I certify that the information provided is complete and accurate to the best of my knowledge. I agree to provide proof of any and all information in this application, if requested. Falsification of information may result in termination of any scholarship awarded including an obligation to repay all funds disbursed. I understand this application becomes the property of Alaska State SHRM Council.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Submit application packet to Sallie Stuvek, Alaska SHRM State Council HRCI Liaison via email attachment (PDF format) to the following email address: [sstuvek@acsalaska.net](mailto:sstuvek@acsalaska.net) no later than November 1, 2012.

**The Alaska SHRM State Council does not discriminate against individuals on the basis of race, color, gender, sexual orientation, marital status, religion, disability, age, veteran status, ancestry, national origin, or citizenship in the administration of its scholarship programs.**