

# **DOUGLAS COUNTY HEALTH CENTER FOUNDATION SCHOLARSHIP APPLICATION INFORMATION**

## **POLICY**

It is the policy of the Douglas County Health Center Foundation, Inc., to make funds available to employees for college/trade school attendance with the goal of improving the quality of life for residents of the Douglas County Health Center.

## **PURPOSE**

To provide Scholarship Funds for eligible employees of Douglas County Health Center. These funds would allow employees to advance their careers at the Douglas County Health Center and would allow employees to better promote the quality of life of residents at Douglas County Health Center.

## **FUNDING**

All Scholarships monies are funded through the Douglas County Health Center Foundation, Inc., up to \$1000 in any twelve (12) month period.

## **ELIGIBILITY**

All Scholarship Funds are limited and applications will be considered as follows:

1. Applicant must be a current Douglas County Health Center employee who has completed a six-month probationary period.
2. Applicant must be attending an approved college or trade school.
3. Applicant must show an interest and desire to serve the needs of residents at Douglas County Health Center and to promote the quality of life for residents.
4. Applicants who are enrolled in college programs or trade schools and apply for scholarship funds must maintain a 2.5 cumulative grade point average.
5. Applicant must have satisfactorily completed the school year term(s) that they are seeking awards for, and be in good standing with the institution they are attending at the time of scholarship submission.

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## **GENERAL GUIDELINES**

1. Available Scholarship Funds will be given each year to assist eligible employees in advancing their careers which directly relate to their jobs at Douglas County Health Center and which strive to promote the quality of resident's lives.
2. All Scholarship Funds will be made payable directly to the college or trade school sponsoring the educational training for tuition only.
3. Applications for scholarship funds for college/trade school attendance must be submitted to Health Center Administration.
4. Recipients will be notified in writing via email or letter of any Scholarship Funds awarded to them.
5. Selection of scholarship recipients is based on eligibility criteria, motivation, personal career goals and commitment toward promoting the quality of life for residents at Douglas County Health Center.

## **REAPPLICATIONS**

Monies will be disbursed once every 12 months if qualified and approved by the Foundation Board.

## **SCHOLARSHIP REQUEST APPLICATION** Submit the following

1. Resume
2. Evidence of eligibility
3. Two letters of recommendation
  - One from Supervisor
  - One from academic and/or current/recent employer
4. Completed Scholarship Application Form
  - (If this is a reapplication, include copy of recent grades)
5. Completed FERPA form