

St. Mary Medical Center Auxiliary **2024-2025 Scholarship Program Guidelines**

I. FUNDING

Funds are made available for this program through monies raised by the SMMC Auxiliary members through various activities. Individual donations fund some scholarships.

II. PROGRAM DESCRIPTION

This competitive program is designed to aid high school seniors, employees, legally dependent children of qualifying employees, and/or volunteers who are preparing to be or are already enrolled as full-time students in university education programs. This program allows students the opportunity to receive financial assistance to reach their goals.

III. AWARDS

Awards are based on academic achievement, written essay and personal interview. The scoring system is a blind/confidential review process.

IV. WHO MAY APPLY?

Eligible applicants include high school seniors from the following St. Mary Medical Center Service areas: Hobart High School, River Forest High School, Thomas A. Edison High School, Lake Station; Valparaiso High School, Andean High School, Boone Grove High School, Wheeler High School, Portage High School, Merrillville High School.

SMMC/CSRC employees, volunteers, and dependents of those listed. All employees must be employed at least one year by SMMC, or CSRC.

University enrollment should reflect a two- or - more year accredited college program. Applicants must be seeking a post-secondary degree in any medical field related to the biological edifice of a person. These applicants must have a cumulative and current Grade Point Average of 3.0 or higher. Applicants must be United States citizen.

V. AWARDS

The awards will be decided by the Scholarship Review Committee. Awards will be made based on the program funds available and will be distributed in two payments, payable to the institution.

To obtain the second half of the award the recipient is required to submit fall semester transcripts to show they maintained a 3.0 GPA for the semester; along with ten volunteer hours dated after August 1st. If these requirements are not met, the recipient forfeits the remaining award, to be paid for the spring semester.

Successful scholarship recipients of the prior year, are eligible to re-apply for this scholarship in subsequent years recognizing that automatic renewal of such award is not guaranteed.

APPLICATION PROCESS

All completed applications must be accompanied by the following:

1. **Official*** school transcripts of grades and course work demonstrating good academic standing. Transcripts should not be watermarked “**unofficial.**”
2. Letter of acceptance from the educational institution the applicant is planning to attend (**high school applicants only**).
3. Two letters of recommendation in support of your application, one from a current instructor and one from another current source (church, employer, etc.). All letters must be signed and on official letterhead. Applicants who previously received an award should have two recommendations reflecting this **past school years accomplishments.**
4. A photocopy of the employee’s / auxiliary member’s badge. Applicants may apply to only one system hospital for a scholarship.
5. A typed essay.

Essay should be a personal reflection of your education/career goals in the healthcare field. This essay should explain why you are choosing this career path. Please include a plan on how your goals will be achieved. Elaborate on any information you think the committee should know that would be helpful to you in attaining a scholarship.

Applicants who previously received an award should have the essay reflect why you are deserving of another scholarship, and accomplishments/challenges that you may have experienced in the last year. A copy of an essay you previously submitted will not be accepted.

6. **Application Deadline is Friday, April 26th, 2024. Applications should be submitted to the Gift Shop volunteer by 2:00PM. Applications received after the deadline, even if postdated, will not be accepted. Electronic submissions should be emailed to mrdixon@comhs.org.**
7. **If an application is not complete at the time of submission, the applicant will not be considered for a scholarship. Use “NA” (non-applicable) in any section that does not apply to your application. Do not leave any blank spaces.**