



FOUNDATION FOR
REGISTERED NURSES
OF MANITOBA INC.

POLICY STATEMENT 2

Subject: Post-Diploma/Degree Certificate

Last Reviewed: June 2014

POLICY

Practising CRNM members who have been accepted for study or are currently enrolled in a certificate program of **not less than 60 hours** that is accredited by the CRNM or at a recognized educational facility may apply for this award. The total amount awarded will be determined annually by the FRNM Board. Monies are allocated to part-time students on a pro-rated basis. Disbursements will be allocated once per year.

APPLICATION OF POLICY

Applications with supporting documentation will be received up to May 1st of each year. The FRNM will provide the award(s) within three months of the deadline dates. The amount of individual awards shall be at the discretion of the FRNM Awards Committee. Committee decisions are final; there is no appeal process.

SELECTION CRITERIA

1. Resident of Manitoba, active practicing membership with CRNM
2. Academic achievement
3. Qualities as outlined in the reference form
4. Full or part time status
5. Financial assistance from other sources
6. Involvement in community/interest groups
7. The program of study must be relevant to the practice of nursing.

SUPPORTING DOCUMENTATION

1. Cover letter which outlines your professional goals; the relevance of the educational program to your professional nursing career, how you meet the criteria of named awards (if applicable), and the how funding from the FRNM will benefit you in your studies. This letter has no minimum but should be no longer than 800 words.
2. Completed general application form with application fee.
3. Completed Financial Need Assessment form.
4. Letter of acceptance. This must be submitted with each application as we do not track this information over time.
5. Official copy of most recent academic transcript.
6. Three letters of reference are required; at least one must be an academic and at least one professional. The third may be academic, professional or from a volunteer organization. These must be included in the application package in envelopes that are sealed and signed by the referee.
7. For applicants beyond their first term of study, the academic reference must be an instructor or professor from **your current program of study**. References from family members or friends are not acceptable.

RECIPIENTS' OBLIGATIONS

1. Advise the FRNM of any change of address while enrolled in the program.
2. Return the total amount immediately or as arranged by the FRNM should the academic term for which funding is given is not completed by the specified date.
3. Willingness to support the FRNM. In order to ensure that the FRNM can continue its valuable work of providing assistance to nurses it is hoped that you will contribute to the FRNM in one of several ways: attending FRNM events, volunteering and/or making a financial donation.