



FOUNDATION FOR
REGISTERED NURSES
OF MANITOBA INC.

POLICY STATEMENT 3
Subject: Graduate Student Award Policy
Last Reviewed: August 2014

POLICY

Practising CRNM members who have been accepted for study or are currently enrolled in a Masters or Doctoral degree program may apply for this award. The total amount awarded will be determined annually by the FRNM Board.

University of Manitoba Students are not eligible for graduate awards administered by FRNM and must apply directly graduate awards office at the U of M.

APPLICATION OF POLICY

Applications with supporting documentation will be received up to May 1st of each year commencing May 2013. The FRNM will provide the award(s) within three months of the deadline date. The amount of individual award shall be at the discretion of the FRNM Board and/or Awards Committee. Incomplete applications will not be considered. Committee decisions are final; there is no appeal process.

Graduate students are eligible for named awards which may be awarded *in addition to* an award or scholarship. It is incumbent upon the applicant to note in their letter if they are applying for named awards and how they meet the criteria for said named awards. See the individual named award policies for further information.

AWARD SELECTION CRITERIA

1. Registered Nurse holding an active registration with the CRNM.
2. Has achieved a minimum cumulative grade point average of 3.0.
3. Has been accepted into or is continuing to pursue education at a masters or doctoral studies in a health related field.
4. Intend to maintain active nursing registration following graduation.
5. Has submitted a written application as outlined below.
6. Involvement in community/interest groups.
7. Financial need and assistance from other sources.

SUPPORTING DOCUMENTATION

- 1) A completed application form with the application fee.

- 2) A letter / personal essay which includes discussion of
 - a. the relationship between area of study and professional goals;
 - b. personal potential for making a contribution to the profession;
 - c. involvement with leadership and community volunteerism;
 - d. how criteria of named award(s) are met (if applicable);
 - e. statement regarding impact of monies received (how does this help your education journey);
 - f. 800-1000 word maximum.
- 3) Current curriculum vitae;
- 4) Copy of letter of acceptance into the program
- 5) Official copy of most recent academic transcript. Photocopies or web printouts are not accepted.
- 6) Applicants will be required to obtain three letters of reference. The three letters shall be from:
 - a. a professional contact (work supervisor or colleague);
 - b. An academic contact (a professor / instructor at an institution of post-secondary education. For applicants beyond their first term of study, academic means an instructor or professor from your **current program of study**).
 - c. a community service contact (e.g. Volunteer coordinator).
 - d. If a community service reference is not available then an additional professional or academic reference may be considered. There must be at least one professional and one academic reference included in the three references.
 - e. **Letters of reference are submitted with the application**; they must be in a sealed envelope signed by the referee. The letters of support must comment on the applicant's attitude, accountability, collegial relationships, and commitment to nursing and relevant achievements. The general referee form may be used as a guideline; however, a letter is expected. References from family members are not acceptable.
- 7) Applicants must include an account of program costs for the academic year applied for and a list of funds obtained from other sources. The Financial Needs Assessment form is for this purpose. The foundation reserves the right to reduce or decline applicants who are receiving more than \$5000 of outside funding.

RECIPIENTS' OBLIGATIONS

1. Advise the FRNM of any change of address while enrolled in the program.
2. Submit to the FRNM proof of successful completion of the program.
3. 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.
4. Willingness to support the FRNM. In order to ensure that the FRNM can continue its valuable work of providing assistance to nurses there are several ways to contribute to the FRNM: attending FRNM events, volunteering and/or making a financial donation.