



Wisconsin Society of Gastroenterology Nurses and Associates

POLICY: WSGNA Scholarship Selection

PURPOSE: To provide guidelines and a process for WSGNA scholarship selections

The WSGNA Scholarship Committee shall consist of the Immediate-Past President and the two Directors-at-Large. The Director-at-Large of Memberships and Nominations shall serve as the Chair of this committee.

The number and dollar amount of each scholarship is determined each year by the Board of Directors. This is determined prior to the beginning of the affected year and is reflected in the minutes of the board meeting and in the yearly budget for the organization. Applications will be available on the website and the newsletter.

Scholarships available depending upon Board of Director approval:

- WSGNA regional conferences (Spring or Fall)
- Regional Webinars
- SGNA annual educational course
- ABCGN Initial certification test
- ABCGN Re-certification

Selection Criteria

- I. Recipients shall be a current member of WSGNA. WSGNA uses the membership list provided by SGNA on their website under Regional Membership.
- II. Recipients shall currently be working in the field of GI nursing.
- III. Previous scholarships, involvement in the local, regional, or national level of GI Nursing, and the meaning of the scholarship to recipient will be given consideration, although these are not sole determining factors. Preference may be given to a candidate who meets selection criteria and has never received a scholarship before.

- IV. Application deadline for Spring WSGNA and SGNA annual course scholarships will be March 1 for the year the scholarship is to be awarded. Recipients will be notified no later than March 15. Deadlines may change due to dates of conferences.
- V. Application deadline for Fall WSGNA and ABCGN certification/re-certification scholarships will be September 1 for the year the scholarship is to be awarded. Recipients will be notified by September 15.
- VI. Application deadline for WSGNA Live Stream Webinars will be 15 days prior to the Webinar. There will be communication to membership about eligible Live Stream Webinar scholarships. The Scholarship will not exceed the registration cost of the webinar. Notification to recipients will be made no less than 7 days prior to the Live Stream event.
- VII. To be considered, scholarships shall be submitted to the Director-at-Large for Nominations/Membership via electronic mail by the deadline. Scholarship applications are available on the WSGNA website and can be found in WSGNA newsletters.
 - a. Note that separate application forms are needed for each individual scholarship.
 - b. Information on the contact information for the current Director-at-Large can be found on the WSGNA website or the WSGNA Newsletter.
- VIII. Record keeping for the scholarship selections will be the responsibility of the Director-at-Large for Nominations/Membership.
- IX. Scholarship recipients will be notified and then announced and published in the newsletter.
- X. Scholarship monies will be awarded after receipt of a copy of contact hour certificate (as proof of attendance), a brief synopsis of experience at the educational course and how attending enhanced the professional practice of recipient.
- XI. Certification and Re-certification scholarship monies will be awarded after receipt of confirmation by ABCGN of successfully passing the certification exam or submitting the necessary requirements for recertification and a brief synopsis of how certification will enhance the professional practice of the recipient.

Approved by WSGNA Board of Directors 8/8/09
Revised and approved 1/15/11; Revised and approved 4/29/11; Revised and approved 1/11/14;
Revised and approved 1/21/17
Revised and approved 1/26/19