



## CNY – SHRM Student Scholarship 2011 Information Sheet



1. **Scholarship Name:** Central New York Chapter of the Society for Human Resource Management (CNY – SHRM) Scholarship.
2. **Purpose:** The CNY-SHRM Scholarship is designed to attract and retain academically qualified scholars to the field and to recognize and encourage excellence in students preparing to enter the Human Resource Management (HRM) profession.
3. **Principal Donation:** The base amount of \$1,000 will be given to two Undergraduate students pursuing a career in the Human Resource field. The base amount of the scholarship will not exceed \$1,000 each. These awards will be presented in the Spring of 2011.
4. **Student Qualifications:** The CNY-SHRM Scholarship will be awarded to a candidate who fulfills the requirements listed below. Preference will be given to an individual who is a SHRM national student member and who is active in a local student chapter.

The qualifications and entry guidelines of this scholarship are similar with the requirements of the SHRM National Scholarship Program. All scholarship candidates must:

- A. be a fully matriculated undergraduate, first or second semester Junior or first semester Senior;
- B. be majoring in Human Resources or a related field;
- C. have a minimum of a 3.0 out of 4.0 overall/cumulative grade point average; and
- D. show promise in the field of Human Resource Management and possess excellent leadership skills.

**Students attending school on a full scholarship are not eligible for this award.**

5. **Application Guidelines:** Scholarship entries will be reviewed and judged by the CNY-SHRM Scholarship Selection Committee based on the following six areas of achievement. The judges will be looking primarily at the applicant's passion for the HR field and commitment to a career in Human Resources. The Selection Committee will consider total achievements of each candidate. The Committee recognizes that strength in one area could outweigh a deficiency in another.

Each entry will consist of a complete award application cover sheet, a letter of recommendation, an official student transcript, a resume, and other supporting data as outlined below.

- A. Scholastic Average and Standing – An official or advisor transcript must be submitted.
- B. Participation in SHRM Chapter and/or the human resource department affairs and programs – A letter from the SHRM student chapter advisor or HR department head attesting to the nominee's participation is required. The letter should be written in the form of a recommendation of the student for this award.

- C. Participation in school affairs and programs – A letter from a school official, such as the Dean of Students, verifying nominee’s participation and recommending him/her for this award.
- D. Participation in outside community or civic programs – The student’s resume showing related involvement is acceptable. The resume should include basic information such as HR background, education, jobs, clubs, civic groups and programs, etc.
- E. Outstanding personal achievement, awards, and honors – This area will be screened and attested to by the sponsoring chapter. A chapter representative should write the final letter of recommendation for the candidate. If no chapter exists, the nominee should note this in their application and the academic advisor should screen and attest to this area of achievement.
- F. Special work or contribution to the Human Resource field – A letter from the student explaining why he/she is pursuing a degree in Human Resources or related field and why he/she is deserving of the scholarship. The letter should include information on how he/she has grown as a leader; information on how he/she has made a difference in the SHRM chapter, the university, and/or the community; and information or evidence of his/her special work or contribution to the HR field. Experiences derived from a student’s paid employment versus non-paid employment or other HR related activities will be considered equally.

6. **Selection Process:**

- A. The CNY-SHRM scholarship information is available on the CNY- SHRM web site.
- B. The CNY-SHRM Student Chapter Liaison(s) will notify students at area colleges/universities about the scholarship and application deadline. Information will be sent to the SHRM student chapters and the chapter advisors as well as to the related college/university department chairperson.
- C. The 2011 Scholarship deadline is March 1, 2011. Nominated candidates must complete the application guidelines outlined in Section 5 above and mail their entries (four copies), to be received **no later than Tuesday, March 1, 2011**, to:

Bonnie Sick, PHR  
CNY SHRM Education and Professional Development Chairperson  
c/o the Raymond corporation  
Parts Distribution Center  
6650 Kirkville Road  
East Syracuse, NY 13057

- D. The Scholarship Selection Committee will select the recipients and the Student Chapter Liaison will notify the recipients.
- E. Notification of the recipient will be forwarded to the applicable College/University.
- F. Awards will be delivered to the recipient’s college/university.
- G. The CNY-SHRM checks will be made payable to the Bursar’s Office to guarantee that the contributed money will be used for tuition assistance.



## Application Cover Sheet for the CNY – Society of Human Resource Management Scholarship

Please use this form to provide a summary of all the materials included in your award entry. Check off requested documents and note any additional materials in “other” space provided.

Applicant’s Name: \_\_\_\_\_ College: \_\_\_\_\_

1. **Scholastic Average and Standing**  
 Official/Advisor transcript enclosed \_\_\_\_\_  
 Other: \_\_\_\_\_  
 \_\_\_\_\_
2. **Participation in SHRM Chapter and/or HR department affairs and programs**  
 Letter from student chapter advisor/department head enclosed \_\_\_\_\_  
 Other: \_\_\_\_\_  
 \_\_\_\_\_
3. **Participation in school affairs and programs**  
 Letter from school official enclosed \_\_\_\_\_  
 Other: \_\_\_\_\_  
 \_\_\_\_\_
4. **Participation in outside community or civic programs**  
 Resume enclosed \_\_\_\_\_  
 Other: \_\_\_\_\_  
 \_\_\_\_\_
5. **Outstanding personal achievement, awards, and honors**  
 Sponsoring chapter letter of recommendation enclosed \_\_\_\_\_  
 No sponsoring chapter - Academic Advisor letter of recommendation enclosed \_\_\_\_\_  
 Other: \_\_\_\_\_  
 \_\_\_\_\_
6. **Special work or contribution to the human resource field**  
 Letter from the nominee enclosed \_\_\_\_\_  
 Other: \_\_\_\_\_  
 \_\_\_\_\_

Additional comments for the CNY-SHRM Scholarship Selection Committee:

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\_\_\_\_\_  
\_\_\_\_\_