

OPERATIONAL GUIDELINES  
FOR THE  
MASSILLON ROTARY FOUNDATION  
NURSING SCHOLARSHIP PROGRAM

I. Annual Focus

- A. The purpose of the Massillon Rotary Foundation Nursing Scholarship Program is to award scholarship money to qualified applicants for education in nursing. It is intended to make such awards annually. The number and amount of these awards shall be determined by the MRF Advisory Board annually.
  
- B. MRF Scholarships may support (1) students of nursing preparing to qualify for licensure as registered nurses, or (2) registered nurses continuing their formal education in nursing in baccalaureate, masters or doctoral degree programs.

II. Eligibility

- A. To apply for the MRF Nursing Scholarship, applicants must live in Western Stark County, which includes, but is not limited to, Massillon, Beach City, Bethlehem Township, Brewster, Canal Fulton, East Greenville, Jackson Township, Lawrence Township, Navarre, North Lawrence, Perry Township, Richville, Sugar Creek Township, Tuscarawas Township, and Wilmot.
  
- B. Applicants must be enrolled (or accepted for enrollment) in a nursing program accredited by the National League of Nursing.
  - 1. Undergraduate: For candidates who are:
    - a. Enrolled in a diploma, associated degree, or baccalaureate degree program leading to a diploma, associate degree, or baccalaureate degree in nursing, and are
    - b. Preparing for licensure as a registered nurse.

2. Graduate: For candidates who are registered nurses and are:
  - a. Preparing to continue their active practice in a field of nursing, and are
  - b. Continuing their formal education in nursing in an NLN accredited program offering a baccalaureate, masters or doctoral degree in nursing or a doctoral program in a nursing-related discipline (as viewed by the Selection Committee).

### III. Requirements

- A. Academic achievement, goal-directed experiences, characteristics of leadership, and financial need will be factors considered in the selection process.
- B. Candidates pursuing the A.D.N. or B.S.N. degree must have completed (or be near completion of) the pre-nursing requirements and have received formal notification of their acceptance into the nursing major of the NLN or nursing accredited program.
- C. During the period of the grants, undergraduate candidates must be enrolled in at least nine (9) semester hours per term of the equivalent (2/3 full load).
- D. Candidates pursuing a graduate degree must have received formal notification of their acceptance into the MSN or nursing doctorate program or a doctoral program in a nursing related discipline (as viewed by the Selection Committee).
- E. During the period of the grant, graduate candidates must be enrolled in at least six (6) credit hours per term.

### III. Application Procedure

- A. Inquiries and requests for applications for the Nursing Scholarships shall be made to the Massillon Rotary Foundation. The guidelines and applications are also available at [www.massillonrotary.org](http://www.massillonrotary.org).

- B. All applicants (including those requesting renewal grants) must complete the current MRF nursing scholarship application. The application shall be considered incomplete until all necessary supplementary documents are received.
- C. The applicant shall provide evidence of outstanding academic ability commensurate with the nursing program and institution selected. Such evidence shall include certified current and/or previous official transcripts from any college, nursing or technical school attended. Evidence shall be provided of formal acceptance into a basic or graduate program in nursing.
- D. Official transcripts or grade reports for courses in progress at the filing date shall be submitted immediately upon course completion as addenda to the application. Obtaining this necessary data is the responsibility of the applicant and must be on file for consideration by the Selection Committee.
- E. The applicant shall list examples of their leadership attainment.
- F. The applicant shall provide a personal financial statement or other evidence of financial need.
- G. To be considered for renewal, the student must re-enter the competition for a scholarship by (a) submitting a letter of request; (b) completing a current application with the necessary additional documents; and (c) providing evidence of continuing satisfactory scholarship, good standing, and continued enrollment in the program of nursing. The evidence shall include certified copies of grade transcripts.
- H. The Selection Committee may request a personal interview with any candidate seeking assistance.

- I. All completed applications, together with all necessary supplemental documents, must be received no later than April 15<sup>th</sup> annually by the:

Massillon Rotary Foundation  
Scholarship Selection Committee  
P. O. Box 1476  
Massillon, OH 44648

IV. General Information

- A. The annual deadline for receipt of completed applications is April 15<sup>th</sup>.
- B. Awards will be announced no later than June 15<sup>th</sup>.
- C. Renewal Awards: For consideration of renewal awards, "satisfactory progress" shall be interpreted to be at least a 2.75 cumulative grade point average in undergraduate study and at least a 3.0 cumulative grade point average for graduate study at the master's or doctoral levels.
- D. Awards shall be issued to the recipient(s) in the form of checks payable jointly to the student and the school/college. The MRF Scholarships are considered outright grants with no paybacks required.
- E. Coordination of the MRF Nursing Scholarship Program shall be the responsibility of the Selection Committee. An annual report of the activity of this Selection Committee together with recommendations for its enhancement (within the purposes for which it is established) shall be made to the MRF Advisory Board.
- F. The Selection Committee and the designation of its chairperson will be announced annually by the MRF Advisory Board. The committee shall consist of at least 5 members and shall be chaired by a current Massillon Rotarian.

This document shall be known as the Operational Guidelines for the MRF Nursing Scholarship Program and shall become effective as of this date: December 14, 2011.