

***Xi Kappa Chapter-at-Large  
Sigma Theta Tau International***

**Process for Scholarship Application**

To apply for an undergraduate or graduate scholarship, please complete the following steps. Remember that the committee's decision is based solely on the information provided.

1. Complete the attached scholarship application form. Send the completed packet to:

Xi Kappa Chapter- At-Large  
Barbara J. Matthees  
10 South 36 Avenue Circle  
Moorhead, MN 56560  
matthees@mnstate.edu

2. This packet must be postmarked on or before ***July 1st of each year***
3. The recipient will be notified mid- August.

***Section I Criteria for Eligibility***

1. General Criteria

A. Undergraduate

1. Possess a minimum Cumulative GPA of 3.0 (4.0 = A), rank in the upper one-third of the nursing class, and be eligible for senior-level standing.

B. Graduate

1. Acceptance into a graduate nursing program.
2. Current membership in Sigma Theta Tau.

2. Specific Criteria

The applicant shall demonstrate outstanding performance in two or more of the following activities: clinical, academic, creative, research, leadership, or community service as evidenced by a number of criteria such as (but not limited to):

1. Excels in communication skills.
2. Participates in nursing research.
3. Supports the development of other nursing students.
4. Creates an environment that enhances the image of nursing.
5. Demonstrates superior preparation and organization consistently.
6. Develops creative approaches to nursing practice that contribute to quality client care.
7. Demonstrates sound knowledge base in clinical judgments and practice.
8. Participates in community affairs, legislation, or organizations that affect nursing practice.
9. Receives local, state, or national recognition as a nursing leader.
10. Demonstrates well-rounded interests and potential for future contributions to the profession.

**Section II Policies of the Scholarship & Awards Program**

1. **Purpose**-The purpose of the scholarship awards program is to promote educational endeavors in nursing at both the undergraduate and graduate levels.
2. **Funding**-Each year the executive committee of Xi-Kappa Chapter will allocate funds for the support of education. The Awards and Scholarship committee will review all applications and make recommendations to the executive committee for final action. The committee reserves the right to allocate these monies for undergraduate and/or graduate education.
3. **Criteria for Awarding Scholarships**-Applicants for the Scholarships are required to have submitted a complete application packet (see Section IV). Preference will be given to applicants who have not had prior Xi-Kappa Chapter funding, other factors being equal.

### ***Section III***

I am applying for: Undergraduate Scholarship\_\_\_\_\_ Graduate Scholarship\_\_\_\_\_ (check one).

Name\_\_\_\_\_ E-mail address\_\_\_\_\_

Telephone Number where you can be reached this summer/fall\_\_\_\_\_

Summer Address\_\_\_\_\_

Permanent Address\_\_\_\_\_

Expected Date of Graduation\_\_\_\_\_

Major\_\_\_\_\_ Minor/Focus (Graduate)\_\_\_\_\_

Are you receiving scholarship or grant monies for this upcoming academic year? No\_\_\_\_\_ Yes\_\_\_\_\_  
**(If yes, please submit a listing of scholarships and grants [and amounts] with this application)**

### ***Section IV***

1. Attach a written statement (limit to one page) of your professional goals.
2. Submit a resume and a copy of current transcripts. Graduate students should also include a letter of acceptance or an official degree plan (if available).
3. Obtain two letters of recommendation from nursing faculty members (see attached form). Graduate students may have letters for nursing faculty members or professional colleagues. Request to have the letters returned to you.
4. Submit the entire packet including this cover form, Professional goals statement, resume and transcripts, and two letters of recommendation to Barbara Matthees (address on page 1 of this form).

*Xi Kappa Chapter-At-Large*  
*Sigma Theta Tau International*

**Recommendation for Scholarship**

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Please write a recommendation for the above applicant, including pertinent examples which describe how the applicant has demonstrated outstanding performance in two or more of the following areas: clinical, academic, creative, research, leadership, or community service.

Name \_\_\_\_\_ Telephone number \_\_\_\_\_

Position \_\_\_\_\_ Relationship to Applicant \_\_\_\_\_

E-mail \_\_\_\_\_

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**Recommendation for Scholarship**

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

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E-mail \_\_\_\_\_