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 ______________________________________
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 ________________________________