

TO APPLY:

- Email your Application Essay to: **CharityAlumniScholarships@gmail.com** (see *Application Essay Instructions* below).

Your application essay must be submitted by email no later than midnight on) 12/2024.

Essays received after the deadline will not be accepted. No exceptions.

You don't have to wait until the deadline - you can apply as early as you like.

- Request letters of recommendation from your instructors.

Level 1 students need a recommendation from ONE clinical instructor.

Level 2 and 3 need recommendations from TWO faculty members; at least one must be a clinic instructor.

It is YOUR responsibility to request letters of recommendation from your instructors prior to the application deadline.

Ask your instructor to email their recommendations directly to the Alumni office. *Write your name on the attached "Instructor Recommendation" sheets and give to your instructor to remind them of your request. We will NOT read more than the required number of letters. Do not ask for more letters than you need from the faculty. It is not fair to faculty or other students. Make a thoughtful selection of who to ask.*

- Sign up for a personal interview with the Scholarship Committee.

Interview Days will be Dec 10-12, 2024. Schedule _____

your interview online at:

calendly.com/chsnalumni-scholarship-interviews

Select) **2024 Scholarship Interviews**, click on the date of your choice, and then choose the time that you want. Slots are 30 minutes. Please sign up **no later than) 12/2024**. You can reschedule later if necessary.

Don't wait until the last minute! Slots fill up fast! Problems? Email us: **chsnaaoffice@gmail.com**

- Once you receive your final grades, fill out the attached **Grade Report Sheet** and email it to the Alumni Office at: **CharityAlumniScholarships@gmail.com**.

Please do NOT send an incomplete grade report – WAIT until you have ALL your grades for the Spring 2024 semester. You can send your grades with your essay or as a separate email. If separate from your essay, please type "Grades" in the subject line.

What happens then?

You will be emailed by the Alumni Office no later than noon on) 12/2024 to confirm your application, and give you a contact number in case you have problems on the day of your interview. The interviews will be held in **Room 4001** in the Ochsner Center, Bldg 14, on the City Park campus.

Scholarships will be awarded in the **2024 semester**, at the Promotion and Honors Ceremony. All applicants will be emailed by the Alumni Office regarding the results. If the Ceremony is not held, or you are unable to attend, awards will be mailed to the recipients.

Application Essay instructions:

Email your essay to: **CharityAlumniScholarships@gmail.com**

You can send your essay in the body of the email, or attach a document. If you attach a document, it must be in Word or PDF format. Please do not double-space your essay.

At the top of the essay, type:

- Your name
- Your postal mailing address *including city and zip code*
- The BEST email address to reach you
- The BEST phone number to reach you
- Your CURRENT Level in school *(in November 2024, not next semester)*
- The name and email address of each instructor you are asking to write a recommendation.
At least ONE must be a clinical instructor. (Level 1 students need only one letter.)

Then, tell us about yourself.

We want to know who you are! Please include ANY information that you think would be helpful to the committee in deciding whether to give you a scholarship. The following questions are only meant to help you get started. You do NOT need to answer them specifically. More information is better! This is your opportunity to tell us who you are and what inspires you.

Think about: *Are you involved in any school activities or organizations? Have you held any offices, been involved in special projects or activities on campus? Are you involved in community activities, particularly any related to healthcare? Any military service? Have you been cited by the Honors Committee of the Faculty Association? Have you received any clinical excellence awards, honors or citations at school or in the community?*

Think about: *What are your goals? Do you plan to continue your education?*

Think about: *Why would receiving a scholarship be important to you? Everyone could use an extra \$500, but the award decisions are NOT based on financial need. Is there an educational or profession-building opportunity a scholarship would allow you?*

Think about: *Is there any information that you would like us to know? Are there any special challenges you have faced as a nursing student? What did you do before nursing school? What experiences shaped your life? Why did you decide to be a nurse? What path brought you to where you are today? Where do you want to go in the future?*

Email your essay to: **CharityAlumniScholarships@gmail.com**

Questions? Email us at: chsnaaoffice@gmail.com

Please type "Scholarship question" in the subject line.

Alumni Scholarship Application – Grade Report Sheet

Type or write your letter grade for each class you've taken in the LETTER GRADE column. If you have not taken a class, leave the line blank. If you have repeated a class, we only need the most recent grade. If you withdrew from a class, and have not yet repeated it, put 0. If you did not pass, but have not yet repeated, put the grade you received. *(Please type "Grades" in the subject line if sent separately from your application.)*
Please do NOT send incomplete grades reports – WAIT until you have ALL your grades for the semester.

Please submit once you receive ALL your grades for this semester.

Email to CharityAlumniScholarships@gmail.com

Name: _____ LOLA # _____ *

Course Number and Name	LETTER GRADE
<i>Example:</i>	A
BIOL 251 A&P I	
BIOL 253 A&P I Lab	
BIOL 252 A&P II	
BIOL 254 A&P II Lab	
BIOL 211 Microbiology	
ENGL 101 English Composition I	
ENGL 102 English Composition II	
Fine Arts Elective	
Humanities Elective	
MATH 120, 128 or 130	
MATH 128, 130 or 203 <i>(6 hours total in Math)</i>	
PSYC 127	
NURS 113 Nursing I	
NURS 117 Pharmacology I	
NURS 125 Nursing II	
NURS 127 Pharmacology II	
NURS 129 Special Populations I	
NURS 220 Nursing III	
NURS 225 Pharmacology III	
NURS 223 Special Populations II	
NURS 132 Transition Nursing: LPN to RN	
NURS 133 Pharmacology for Transitions	

*Providing your LOLA # gives us permission to verify your grades with Delgado.

STUDENTS: Give this sheet to the faculty member you request a recommendation from.

CHARITY HOSPITAL SCHOOL OF NURSING ALUMNI ASSOCIATION SCHOLARSHIPS

Instructor Recommendation Information

**Please submit your recommendations by Monday, Dec. 16, 2024
to: chsnaaoffice@gmail.com**

Name of Student _____

Dear Faculty Member,

The Charity Hospital School of Nursing Alumni Association (CHSNAA) offers scholarships each semester to students at Charity School of Nursing. Students applying for the scholarships are required to ask instructors to submit recommendations.

We know it's not fun to have to do this, but please recognize that this is not a formality for us. Your input and opinion are very important. Your letters are reviewed carefully and weigh heavily in our decision-making. In fact, your recommendations are probably the single most important part of the student's application.

That being said, you do NOT need to write a long, formal letter in business format. Skip the boilerplate. When it's "cut & paste," we can't help but interpret that as a tepid endorsement.

What we want is a personalized and honest response: Do you consider this individual to be an outstanding student nurse, or are they basically average? Will you be proud to see this student graduate and join the nursing profession? Please tell us why. Short and meaningful is so much better than a lengthy recitation of things like "this student is punctual."

These awards are based on merit, so please do not base your recommendation primarily on financial need. We are looking for leadership, involvement, enthusiasm, clinical excellence, teamwork, dealing with personal or professional challenges. We are looking for the student who stands out.

Please specify whether the student was in your clinical group, or that you know them in another context (lecture class, extra-curricular activities, etc.).

If you have reservations about recommending this student, please tell us so. The instructor recommendations are completely confidential and are never shared with students or anyone other than the members of the CHSNAA Scholarship Committee.

So just write us a simple email to chsnaaoffice@gmail.com. Please send your recommendations by **Monday, Dec. 16**, if possible. If you need more time, just let us know.

Thank you for your assistance. If you have any questions, please email the Alumni office at chsnaaoffice@gmail.com.

Sincerely,

Ursula Allain

Ursula Allain '65

CHSNAA Scholarship Committee

Joycelyn Jeansonne

Joycelyn Jeansonne '78

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