**Instructions**

Submitting a resume does not replace any part of this application. If the space provided below is inadequate, please use additional sheets. Attachments must follow the same format.

In addition to this signed application, candidates must also provide the following:

* Proof of academic standing, including current grade point average
* Professional resume summarizing education, work and volunteer experience
* A 500 word essay on one of the following topics:
	+ Diversity and Inclusion in the Workplace
	+ HR Trends (you may focus on one or more current HR trends for your essay)

Academic Award selection is based on a variety of factors, including but not limited to:

* Academic achievements
* Extracurricular activities
* Leadership roles
* Essay
* A personal interview, if necessary

Certification Award selection is based on a variety of factors, including but not limited to:

* Work experience and job progression
* Extracurricular activities
* Leadership roles
* Essay
* A personal interview, if necessary

Applications should be submitted by email no later than April 30, 2018. Please submit applications to:

**Ashlee Stevenson, Student Relations Chair**

**Northwest Ohio Human Resources Association**

**Email:** **studentrelations@toledoshrm.org**

Additional information on the Education Award program can be found at [www.toledoshrm.org](http://www.toledoshrm.org). Please direct questions to the Student Relations Chair at studentrelations@toledoshrm.org.

**Personal Information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Last Name: |       | First Name: |       | MI: |       |
| Permanent Mailing Address: |       |
| City: |       | State: |       | Zip Code: |       |
| Primary Phone: | ( |       | ) |       | - |       | Email Address: |       |
| Preferred Time: | [ ] Morning [ ] Afternoon [ ] Evening [ ] Any |
| Preferred Method Of Contact: | [ ] Phone [ ] Email |  |
| Scholarship Applying For (*chose only one*): | [ ] Academic [ ] Certification |
| Have you received a scholarship from NOHRA in the past? | [ ] Yes [ ] No |

|  |  |
| --- | --- |
| Are you a SHRM Member? | [ ] Yes [ ] No |
| Do you belong to a local SHRM chapter? | [ ] Yes [ ] No |
| Do you belong to a student SHRM organization? | [ ] Yes [ ] No |

|  |  |
| --- | --- |
| Current position and employer (*if employed*): |       |

**For Certification Award Applicants Only**

If you are not applying for a Certification Award, please proceed to page two (2).

|  |  |
| --- | --- |
| Certification I am seeking: | [ ] SHRM-CP [ ] SHRM-SCP |
| Have you already taken the certification during this calendar year? | [ ] Yes [ ] No |
| If no, I plan to take the exam on (month and date): |       |
| If yes, when did you sit for the exam? |       |
| Does your employer cover your exam and test preparation fees? |
|  [ ] Yes, covers all [ ]  Covers part of the costs [ ]  No, covers no certification costs [ ]  I am not currently employed |
| Why is achieving this certification important to you? |
|       |
| How will this certification enhance your career? Describe your contributions to the HR field and your future career goals. |
|       |

**Secondary Education**

|  |  |
| --- | --- |
| Name Of Institution: |       |
| City: |       | State: |       | Zip Code: |       |
| Graduation Date (Month And Year): |       |

**Post-Secondary Education**

|  |  |
| --- | --- |
| Name Of Institution: |       |
| City: |       | State: |       | Zip Code: |       |
| Major/Course Of Study: |       |
| Currently Enrolled? | [ ] Yes [ ]  No | Years Attended: |       |  |
| Did You Graduate? | [ ] Yes [ ]  No | Degree Earned: |       |

|  |  |
| --- | --- |
| Name Of Institution: |       |
| City: |       | State: |       | Zip Code: |       |
| Major/Course Of Study: |       |
| Currently Enrolled? | [ ] Yes [ ]  No | Years Attended: |       |  |
| Did You Graduate? | [ ] Yes [ ]  No | Degree Earned: |       |

**Activities, Awards & Honors**

List activities in which you have participated in during the past four years (e.g. student government, music, sports, professional memberships, etc.). List community activities in which you have participated in without pay during the past four years (e.g. Boy/Girl Scouts, hospital volunteering, Special Olympics, etc.).

|  |  |  |
| --- | --- | --- |
| Activity | No. Years Participated | Special Awards/Honors |
|       |       |       |
|       |       |       |
|       |       |       |
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|       |       |       |

**Professional Leadership Roles**

Please indicate all activities in which you have participated in during the past four years that directly relate to your major or the HR profession. Include leadership roles that you have accepted.

|  |  |  |
| --- | --- | --- |
| Activity/Organization | No. Years Participated | Leadership Position |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |

Please describe any obstacles or hardships you have overcome as you have pursued your career and educational goals. What did you learn from this experience? Also, describe your financial need for this award.

|  |
| --- |
|       |

**Acknowledgement**

*I hereby certify that the information provided is accurate to the best of my knowledge and belief. I understand that any falsification of the information provided will automatically forfeit eligibility.*

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |