

Society of Gastroenterology Nurses and Associates, Inc.	
<i>Board Policy & Administrative Procedure Manual</i>	Policy No: C-12 Page: 1 of 1 Revision Date: 11/11, 11/12 Review Date: 11/11, 11/12, 2/15
Subject: SGNA Associates/Advanced Associates Scholarship	
Review Responsibility: SGNA Awards Committee	

Policy Statement:

The SGNA Associates and Advanced Associates Program Scholarships have been established to financially assist SGNA associate/technician members and non-members with purchasing the Associates/Advanced Associates Program.

Focus: Member and Non-member Associates and Technicians

Purpose:

To outline the process for application and selection of recipients for SGNA Associates/Advanced Associates Program Scholarships.

Procedure:

Eligibility for the SGNA Associates/Advanced Associate Program Scholarships will adhere to the following criteria:

- 1.1. Applicant must be an associate or technician.
- 1.2. Applicant must be an SGNA member in good standing for two or more years or a non-member that has been employed in the GI/endoscopy field for at least 3 years.
- 1.3. Must currently be employed as a caregiver in gastroenterology.
- 1.4. Applicant must actively support the goals and philosophy of SGNA.
2. Ineligibility for SGNA Associates/Advanced Associates Scholarships include:
 - National Board member
 - If applicant is a Registered Nurse
 - Previous recipient of SGNA Associates/Advanced Associates Scholarship
3. Scholarships to be awarded will be determined by:
 - 3.1. The amount of funds available.
 - 3.2. The number of scholarships awarded will be determined by the SGNA Budget, Finance and Audit Committee and approved by the Board of Directors
4. Awards Committee will review all applications and will announce the winners in the form of an Information Report to SGNA Board of Directors.
 - 4.1. Applications will be received at SGNA Headquarters by one of the following quarterly deadlines: March 1, June 1, September 1, December 1 and will be forwarded to the Awards Committee.
 - 4.2. The Awards Committee will review and score all applications and determine winners.
 - 4.3. The Awards Committee will determine the number of individual scholarships, but this will be based on approved funds. Recipients of SGNA scholarships shall be notified by the SGNA Awards Committee.