

Society of Gastroenterology Nurses and Associates, Inc.	
<i>Board Policy &amp; Administrative Procedure Manual</i>	Policy No: C-5 Page: 1 of 1 Effective Date: 10/06 Revision Date: 10/07, 10/10,  Review Date: 10/08, 10/10, 11/12, 1/15, 2/15
<b>Subject:</b> SGNA Membership Dues Scholarship	
<b>Review Responsibility:</b> SGNA Awards Committee	

**Policy Statement:**

The SGNA Membership Dues Scholarship has been established to financially assist SGNA members with their annual membership dues.

**Focus:** SGNA Membership

**Purpose:**

To outline the process for application and selection of recipients for SGNA Membership Dues Scholarship.

**Procedure:**

Eligibility for the SGNA Membership Dues Scholarships will adhere to the following criteria:

- 1.1. Applicant must be a member of the Society for two years.
- 1.2. Applicant must be currently employed as a caregiver in the field of gastroenterology.
- 1.3. Applicant must actively support the goals and philosophy of SGNA.
- 1.4. Applicant must demonstrate financial need.
2. Ineligibility for SGNA Educational Annual Course Scholarship includes:
  - National Board member
  - Nonmembers of SGNA
  - Previous recipient of SGNA Membership Dues 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 October 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 amount of individual scholarships, but this will be based on approved funds. Recipients of SGNA scholarships shall be notified by the SGNA Awards Committee.
5. If the scholarship money is not used, it will be returned to SGNA.