



## Scholarship Application

**Purpose:** To provide scholarship monies to two (2) deserving high school graduates (past or present) in Jackson, Juneau, Monroe, or Vernon counties who are pursuing higher education in Human Resources or other business field.

**Award Components:** Two (2) \$1,000 scholarships and individual certificates awarded to two (2) students selected by the West Central SHRM Scholarship Committee. Scholarship winners will be notified no later than Friday, May 6<sup>th</sup>, 2016, and scholarship funds will be awarded to the student upon evidence of registration in an accredited post-secondary institution and continuing education.

**Criteria:** Applicant must meet all of the following criteria:

1. Be a graduate from a high school located in one of the following counties:  
Jackson, Juneau, Monroe, or Vernon.
2. Interested in or intending to pursue post-high school course of study in human resources or another business field at a post-secondary educational institution.
3. Applicant must demonstrate positive impact involvement – in the complete sense – consistent with capacity and circumstances and/or significant improvement/success in scholarship and community involvement, determined through letter of recommendation

**Application Process:** Applicant must complete or obtain the following items:

1. Cover Letter of application addressed to the Scholarship Committee from the applicant.  
The letter should contain:
  - a. A brief explanation of career goals & why Human Resources is your field of interest.
  - b. Biographical (background) information
  - c. What makes you the best candidate?
2. Resume (Some suggestions include volunteerism, sports, community activities, and/or work experience)
3. Two (2) letters of recommendation from a character reference (i.e. teacher/professor, administrators, counselors, employers, or individual with significant knowledge of applicant's experience and involvement)
4. An official and recent high school or college transcript with cumulative grade point average.

**Submission Information:** Application materials must follow the guidelines below:

1. Submit all information in one of the following ways:
  - Mail to Attn: Scholarship Committee, West Central Wisconsin SHRM,  
P.O. Box 284, Tomah, Wisconsin 54660
  - E-mail to [atichenor@handishop.org](mailto:atichenor@handishop.org)
2. Deadline for the application is Friday, April 8<sup>th</sup>, 2016. Applications postmarked or received after this date will not be considered.