



ARMA Jacksonville Chapter Scholarship Program

(Effective _____, 2009)

Eligibility Requirements:

- Applicant must be a current member of ARMA International as well as the Jacksonville Chapter of ARMA.
- Applicant must be a U.S. Citizen.
- Eligible programs must award college credits for a degree program, CEU or CLE credits. The program is not required to teach Records and Information Management.
- Application for scholarship must be received by the Board prior to the beginning of the course and prior to the ARMA deadline.

Rules and Disclaimers:

- The Board of Directors of the Jacksonville Chapter will receive scholarship applications and make the award determinations.
- The decision by the Board is final and there is no appeal process.
- Deadlines for filing an education scholarship application are March 1 and September 1 of each calendar year.
- No more than two scholarships will be awarded per year with a limit of \$500.00 each at the discretion of the Board, with a limit of one scholarship per person per calendar year. However, if the Board determines Chapter funds cannot support education scholarships in a particular year, the awarding of scholarships may be temporarily suspended.
- Scholarship funds will be awarded to the successful candidates by the Chapter's Treasurer upon completion of the course and proof of a passing grade equal to or higher than a C.
- If applicant is not chosen the applicant must resubmit for the following term.
- Approved applicant must provide proof of grade and receipt for reimbursement of tuition and/or books to the Treasurer of the Jacksonville Chapter.

Application

Name _____ Member ID _____
Employer _____
Course/School _____
Term _____ Requested Amount _____

Complete and return to any Board Member

First come- First served

If approved applicant does not pass with a C or higher the second applicant is offered the Scholarship funds with the appropriate credentials and receipts.