



St. Mary's Hospital Foundation

MedStar Health

NURSING AND ALLIED HEALTH SCHOLARSHIP PROGRAM

2010 Deadline: Must be postmarked by Monday, March 15, 2010 at:

St. Mary's Hospital
Human Resources Department
25500 Point Lookout Road
Leonardtown, MD 20650

For questions, please call (301) 475-6018

Overview of the Educational Scholarship Program

St. Mary's Hospital Foundation offers a limited number of scholarships annually as determined by projected need and available funding. Additionally, the Foundation would consider partial scholarships if applicable. The purpose of this program is to assist candidates in obtaining the education/training needed to satisfy the specific licensing requirements of the critical positions available at St. Mary's Hospital. This program is intended to be beneficial to both the candidate and the Hospital. St. Mary's Hospital Foundation agrees to fund a candidate's education in return for a pre-determined length of service with St. Mary's Hospital. **The Foundation will pay for tuition, required books, lab fees, and school appointed uniforms as appropriate for a period of up to four (4) years.**

If St. Mary's Hospital has a position to offer the candidate upon graduation, the candidate must apply and be considered with all other applicants. If the candidate is chosen and hired as an employee of the Hospital, he or she will receive wages equivalent to those received by other employees of St. Mary's Hospital with the same job, title, and experience. This position could be any shift. If a position is offered to the candidate and not accepted, the contract is considered breached (see section entitled "In the Event of a Breached Contract" for penalties). If the candidate meets all of his/her obligations, the agreed obligations will be considered met upon the completion of the pre-determined length of service. At the time that the agreement is met the candidate is free to obtain a job wherever he/she may choose with no liability or debt to St. Mary's Hospital Foundation. If the candidate completes a portion of the contracted service but not to its entirety, the entire amount of the scholarship loan will be paid back to the Hospital Foundation plus 10% interest per year charged on the annual date the repayment letter is issued by the Hospital.

The intention of the Program is to select qualified candidates who are residents of the Southern Maryland region. These candidates have priority in the selection process; however, the Foundation reserves the right to entertain candidates from other locations who commit to working at St. Mary's Hospital after graduation. The college attended may be a two-year (community

college) or a four-year (college or university) program (programs longer than four years will be considered). Hospital Nursing and Allied Health positions are attached for your review. All schools attended must be properly accredited by the appropriate accreditation bodies.

Selection Criteria

1. The candidate must have had at least a 2.5 high school GPA, if applying within four (4) years of high school graduation. The candidate will include a high school transcript including the 1st semester of 12th grade, if applicable, with the application to verify his or her credentials.
2. If it has been greater than four (4) years since the candidate graduated high school an ACT test score should be included if applying for a Nursing scholarship. The ACT score must have been received within the last three (3) years.
3. If it has been greater than four (4) years since the candidate graduated high school the appropriate standardized test score as required for the degree sought. should be included if applying for an Allied Health scholarship. The ACT score must have been received within the last three (3) years.
4. If currently or previously enrolled in college courses, an official transcript must be provided by the candidate from any and all colleges/universities attended.
5. A well-written and typed **one-page minimum to a two-page maximum double-spaced** (12-pt font), essay describing why he or she should be chosen for the scholarship. Essay must include:
 - The candidate's career goals.
 - Why the candidate thinks that he or she would make a good nurse, therapist, etc.
6. The candidate will supply a minimum of two (2) letters of reference from non-family members. Letters of reference may not be older than two (2) years.
7. The candidate will complete all required interviews. These interviews may include, but are not limited to:
 - One with a selection committee determined by the Foundation
 - One with the Director of Human Resources and/or his/her designee.
8. The candidate must sign the SMH Foundation Scholarship applicant signature page.
9. The candidate is encouraged to seek employment at St. Mary's Hospital while attending school.

Scholarship Recipients Responsibility During Scholarship

1. The recipient must complete the St. Mary's Hospital Foundation Scholarship Recipient Signature page.
2. The recipient agrees that it is his/her responsibility to maintain a **3.2 GPA** in classes in the major curriculum and a **3.0 GPA** overall.
3. It is the responsibility of the recipient to furnish grade reports to St. Mary's Hospital Foundation via the Human Resources Department of St. Mary's Hospital at the end of each grading period and **prior** to the start of the next term. Grade report must include completed semester GPA and cumulative GPA.
4. Along with every grade report, a **one-page maximum double spaced typed** (12-point font) essay describing **briefly** what the recipient learned last quarter must be attached.
5. It is the responsibility of the recipient to notify the St. Mary's Hospital Foundation via the Human Resources Department **before** the term begins of the class schedule the student will take in the upcoming term.
6. It is the responsibility of the scholarship recipient to notify the St. Mary' Hospital Foundation via the Human Resources Department in writing any change of status during a semester. This includes but is not limited to: adding/dropping a course, withdrawing or not enrolling, name change, address change, telephone number change, relocations, changes to school locations, etc.
7. An ACT or other standardized test score, if applicable, that meets or exceeds the requirements of the recipient's enrolled institution must be achieved within the first 24 months of the awarding of the scholarship.
8. It is the responsibility of the recipient to notify the Foundation via the St. Mary's Hospital Human Resources Department of any change in major or specialty. The agreement is entered into by the Foundation for the express purpose of obtaining an employee trained. The Foundation reserves the right to terminate this agreement in the event the recipient changes his or her major without the prior written approval of the Foundation or St. Mary's Hospital.
9. It is the responsibility of the scholarship recipient to complete all aspects of their course of study, including but not limited to graduation and passage of applicable licensing exam within four (4) years of scholarship receipt.
10. The recipient understands that it is not the responsibility of the Foundation or St. Mary's Hospital to obtain the above named documents. The responsibility to furnish these documents to the Foundation via the St. Mary's Hospital Human Resources Department is solely the recipients. Failure to comply with documents required in numbers 1 – 9 above may result in forfeiture of scholarship.

Scholarship Recipients Obligation Upon Graduation

1. The recipient must commit to working for St. Mary's Hospital in the specified field full-time for a period no shorter than 24 months. The recipient must apply for all positions in the chosen field of study offered by St. Mary's Hospital. The application process must begin no longer than 30 days after all requirements have been met (including course work, internships, and licensing) making the recipient eligible for work in the field. This work may be any position/shift available, excluding PRN and Premium PRN, in the field chosen by the recipient including weekend, evening, and night shifts.
2. The recipient understands that it is **not the obligation** of St. Mary's Hospital to employ the recipient for any length of time. The employment (and continued employment) of the recipient is contingent upon a position opening in the profession for which the student was trained at the time of the recipients' graduation and satisfactory performance while on the job. However, if **any** position is open in the recipients' field (including a weekend, evening, or night shift) the recipient must apply for that position and be considered with other applicants or, the terms of this agreement have been breached. In addition, if the position is offered to the recipient, the recipient has an obligation to accept the position. If the position is offered and not accepted, the terms of this agreement have been breached (refer to the section of this document entitled "In the Event of a Breach of Contract" for consequences).

Organizational Responsibilities

1. The Foundation agrees to review all applications objectively and without prejudice.
2. The Foundation agrees to choose the recipient on the basis of the above mentioned student criteria.
 - St. Mary's Hospital Foundation may also choose a recipient on the basis of financial need, if applicable.
3. Upon satisfactory proof of enrollment to an approved school, the Foundation agrees to pay the bills for all tuition, books, lab fees, and school appointed uniforms through the St. Mary's Hospital preferred provider. (An acceptance letter is required before the first tuition bill is paid and a class schedule, one page paper, and a grade report are required before the tuition bill is paid each term thereafter.)
4. CLEP or advance placement tests will be included in the scholarship package in the event the recipient chooses to participate in such a program to expedite the graduation process.
5. The Foundation agrees to consider the agreement obligations met if none of the obligations of the recipient are breached.
6. The Foundation recognizes that the agreement is null and void if the terms are breached in any way.



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ALLIED HEALTH AND NURSING SCHOLARSHIP PROGRAM
APPLICATION FORM

NAME _____
Last First Middle Initial

MAILING ADDRESS: _____
Street City State Zip Code

PHYSICAL ADDRESS: _____
(if different from mailing address)

LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER: _____

TELEPHONE NUMBER:

Home: _____ Work: _____ Cell: _____

Specialty Degree for which you are applying: _____

EDUCATION:

School Name/Address	Course of Study	Did you Graduate?		Receive a Degree?	
		Yes	No	Yes	No
High School		Yes	No		
College		Yes	No	Yes	No
Military		Yes	No	Yes	No
Have you ever been employed by St. Mary's Hospital?		Yes	No		
If yes, when:					



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APPLICATION CHECKLIST

All the following items must accompany the application form:

- _____ A certified copy of high school and/or college transcript, if applicable.
- _____ ACT test score or appropriate standardized test score, if applicable
- _____ A complete job history listing (resume is acceptable)
- _____ Completed application essay
- _____ Two (2) letters of recommendation from non-family members
- _____ Applicant Signature page of application packet

Upon receipt of a complete application packet, the candidate may be selected for an interview with Foundation Scholarship Selection Committee.

The Foundation Scholarship Committee will review all completed packets and interview results and make a recommendation for scholarship monies.

Scholarship recipients will be notified by mail of the results of the decision on their application for the scholarship. All scholarship recipients and their families will be invited to the St. Mary's Hospital Foundation presentation ceremony in May. At the time of the ceremony, recipients will be photographed for public announcement materials.

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St. Mary's Hospital Nursing and Allied Health Positions

ACCESSIONER - LABORATORY
ACCESSIONER II
ADMISSION FACILITATOR RN
ANESTHESIA /OR TECHNICIAN
BEHAVIOR HEALTH CASE MANAGER
CASE MANAGEMENT SPECIALIST
CERTIFIED SURGICAL ASSISTANT
CERTIFIED TUMOR REGISTRAR
CHARGE NURSE (RN)
ECHO TECHNICIAN
EEG TECH
EKG TECHNICIAN
EMPLOYEE HEALTH NURSE
HEALTH CONNECTIONS LACTATION CONSULT/COORD
HOME HEALTH NURSING TECHNICIAN
INFECTION CONTROL PRACTITIONER
INTENSIVE CARE CENTER NURSING TECH
LAB TECHNICIAN
LAB TECHNOLOGIST
LEAD RESPIRATORY THERAPIST
MEDICAL SOCIAL WORKER(HOSPICE)
MEDICAL SONOGRAPHER
MENTAL HEALTH COUNSELOR
MONITOR TECH.
RADIOLOGY TECH
NUCLEAR MED TECH
NURSE EDUCATOR
NURSING INFORMATICS SPECIALIST
NURSING TECHNICIAN
OB TECHNICIAN
OR SURGICAL TECHNICIAN
OUTPATIENT SURGERY NURS. TECH.
PHARMACY TECH
PHLEBOTOMIST

PHYSICAL THERAPY ASSISTANT
RESPIRATORY THERAPIST
REGISTERED NURSE
RN - FIRST ASSISTANT
ULTRA SOUND TECHNICIAN

End of List