



## **HIMSS HOUSTON CHAPTER SCHOLARSHIP POLICY**

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Created by: A. Park, J. Brixey, D. Chaudhry, S. Evans

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### **PURPOSE**

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The purpose of this policy is to communicate the Health Information Management Systems Society (HIMSS) Houston Chapter's Scholarships criteria and expectations from scholarship recipients who receive a stipend to cover tuition, lab fees, books, and other materials pertaining to degree seeking programs. We provide the scholarship fund through various events and activities that are led by board and volunteer members. Our goal is that scholarship funds will be utilized in a meaningful way to alleviate the financial strains associated with the cost of higher education.

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### **POLICY STATEMENT**

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It is the policy of HIMSS Houston Chapter to provide guide lines for the selection and allocation of annual scholarships.

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### **SCOPE**

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The policy covers HIMSS Houston Chapter Scholarship Selection Subcommittee to approve funding for scholarships. Compliance with this policy is the responsibility of all HIMSS Houston Chapter Scholarship Selection Subcommittee, HIMSS Houston Chapter board members, scholarship recipients, scholarship applicants, and all other members/entities associated with scholarship selection process (e.g., schools, recommenders).

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### **TARGET AUDIENCE**

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The target audience for this policy includes, but is not limited to, stewards and individuals authorized to select HIMSS Houston Chapter Scholarship recipients, scholarship recipients, and all scholarship applicants.

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### **DEFINITIONS**

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**HIMSS Houston Chapter Scholarship:** Annual Scholarships provided for National HIMSS and HIMSS Houston Chapter members are based on specific criteria. The number of annual scholarships may vary depending on the funding that is available for the fiscal year.

**Scholarship Selection Subcommittee:** Members of the subcommittee consist of HIMSS Houston Chapter board members and professors with academic/administrative privileges in higher education.

**Scholarship Recipient:** The HIMSS Houston Chapter Scholarship is awarded to the recipient during the fiscal year starting June 1 through July 31. The recipient must be enrolled in the school during the fiscal year to receive the scholarship.

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**PROCEDURE**

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- 1.1. Responsibilities of the HIMSS Houston Chapter Scholarship Selection Subcommittee:
- A. The number of scholarship recipients each fiscal year may vary depending on available funds.
  - B. It is the policy of HIMSS Houston Chapter that the Scholarship Subcommittee review all scholarship applicants using objective scoring criteria.
  - B. It is the responsibility of the Scholarship Subcommittee to demonstrate HIMSS core mission to promote and invest in the future of healthcare IT and adhere to our policies and procedures, as well as our high standards for awarding the scholarships.
  - C. It is the responsibility of the Scholarship Subcommittee to demonstrate impartiality without preferential treatments or bias in terms of how the scholarships are awarded.

Leadership (25 Points)	Points Available
School Related/Academic Activities	8
Extracurricular, Community, and Volunteer Service Activities	9
Professional Society Involvement (excluding HIMSS)	8
Scholarship (25 Points)	Points Available
Academic Records/Transcripts (Submitted from all schools attended)	5
GPA ( $\leq 3.0$ on a 4.0 scale): Average total GPA by each transcripts <ul style="list-style-type: none"> <li>• 0 to <math>\geq 3.0</math>: 0 points</li> <li>• 3.01 to 3.39: 2 points</li> <li>• 3.40 to 3.69: 4 points</li> <li>• 3.70 to 3.80: 6 points</li> <li>• 3.90 to 4.00: 8 points</li> </ul>	8
Additional Informatics Education/Training (Includes certifications)	5

Academic Awards/Recognition	7
<b>Professional Intents &amp; Achievements (25 Points)</b>	<b>Points Available</b>
Personal Statement	11
Letters of Recommendation <ul style="list-style-type: none"> <li>• Two (2) letters preferably not from friends</li> <li>• Each letter is weighted on six (6) points scale</li> </ul>	12
Financial Need	2
<b>Communications (20 Points)</b>	<b>Points Available</b>
Presentations	7
Publications	7
Posters	6
<b>HIMSS Participation (5 Points)</b>	<b>Points Available</b>
Extent of Participation	5

**\*Please read the disclosure policy on the next page, sign, and submit the page as part of your application.**

**Please acknowledge and accept the following data usage agreement. Please read and accept the usage terms by checking the boxes before proceeding.**

**Appropriate Use of Scholarship Awards**

Responsibilities of HIMSS Houston Chapter Scholarship Recipients:

- The scholarship recipient is responsible for the appropriate use of scholarship funds provided by HIMSS Houston Chapter.
  - We encourage scholarship recipients to allocate the funds received to contribute to the overall professional goals that promotes healthcare IT or in incorporate healthcare IT.
  - We strongly encourage the scholarship award to be utilized for: tuition, lab fee, books, school-related activities.
  - Scholarship recipients found to disclose inaccurate information will be required to forfeit and reimburse HIMSS Houston Chapter for the amount received.
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- I have read and agree to the Terms & Conditions.**

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**\*Please include the page with application.**