**GUIDELINES FOR KAPPA SCHOLARSHIP FUND Revised February, 2016**

**WHO:** Any active, in good standing member who has been a member for at least two years. (*In good standing:* has paid dues, good attendance at meetings, involved in projects, fundraisers, and serves on at least one committee)

**WHAT:**

* Accredited workshops/in-service that have costs
* College/university courses
* National Boards
* Special projects

**HOW:** Monies to be paid to the attendee upon receipt and proof of satisfactory completion of workshop, in-service, coursework, National Boards, special project.

**HOW TO SUBMIT REQUEST:** Use the Kappa Scholarship Form available on the Kappa website <http://kappacharlottenc.weebly.com/> or from a Scholarship Committee member. Forms should be sent to the Scholarship Committee Chair.

**WHEN:** Applications should be submitted on or before the December Kappa meeting. The Scholarship Committee will notify the applicant as soon as possible.

**AMOUNT:** Total Scholarship Fund is $500.00 for a calendar year, to be given to one or more applicants. There will be a consideration of need.

**EXPECTATION:** The person or person(s) remain in good standing with Kappa for the foreseeable future.