

USA Professional Development Scholarship Criteria

Eligibility

The USA Scholarship Committee is seeking applications from qualified members. Financial need is not a factor in selecting a recipient; however, preference will be given to active USA members. Incomplete or illegible applications will not be accepted. Depending on funds, we may only be able to award up to 2 recipients at a time.

This scholarship is intended for future training or conferences within the next six months.

This scholarship opportunity is open to all USA members who meet the following criteria:

- Must be a full-time benefits eligible employee of UHCL at the time scholarships are awarded and during the enrollment period.
- Must have completed HR probationary period at the time of the award
- Minimum satisfactory performance rating on the most recent annual evaluation
- No documented disciplinary actions within the past 12 months prior to application.
- Must submit a complete application packet

Scholarship Criteria

- Training or conference must align with employee's current role at UHCL.
- Training or conference must be approved by supervisor prior to application.
- Training or Conference must occur within 6 months of application's opening date.
- Funds cannot be applied toward professional membership fees.
- Reimbursement is capped at \$500 and it can be issued to individual or UHCL department.

Application and Essays will be ranked based on the following criteria:

- Benefit of the training/conference to employee and UHCL
- Involvement in USA activities
- Objective for taking training/conference
- Correct grammar, punctuation, and spelling

Required Documentation

- Completed USA Professional Development Scholarship Application
- Completed essays via the application
- Confirmation of training or conference enrollment
- Copy of payment for training or conference documentation

For any questions, contact Luis Polanco De Leon at polancodeleo@uhcl.edu or ext. 3072.