

The Program

Chicagoland's Human Resource Association, has established a scholarship program to provide financial assistance for professional members preparing for certification through the Human Resource Certification Institute (HRCI). Funded by Chicagoland's Human Resource Association, this program is administered by a three-person board committee led by the chapter's Vice President of Education and Certification. Awards are given without regard to race, color, creed, religion, sex, disability, or national origin.

Purpose

The intent of this scholarship program is to encourage Chicagoland's Human Resource Association members to seek professional certification and to remove financial barriers that may impede such members in their quest for certification. Such barriers may include the application fee, the certification examination fee, the certification guide fee, and the cost of an organizational sponsored course and study materials.

Eligibility

Applicants must be active members of Chicagoland's Human Resource Association at the time their scholarship application is submitted and must remain an active member after completion of the certification examination.

Scholarship Awards

The amount of each scholarship award is \$300 for the SPHR level and \$250 for the PHR level. The number of scholarships awarded each year will be determined by the Board of Directors based on the recommendation of the Education and Certification Committee.

CHICAGOLAND'S HUMAN RESOURCE ASSOCIATION

The mission of

Chicagoland's Human Resource

Association, is to promote the

development of human

resource practitioners as

leaders, decision makers,

and strategic partners by

providing a member forum

for professional growth,

education, and networking

opportunities.

CHICAGOLAND'S
HUMAN RESOURCE ASSOCIATION

Certification Scholarship Program



Funded By

CHICAGOLAND'S
HUMAN RESOURCE ASSOCIATION

AFFILIATE OF



SPONSORED BY



1400 Opus Place, Suite 500

Downers Grove, IL 60515

Phone: (630) 963-6316

Fax: (630) 963-2800

Web site: www.chicagolandhr.org

Application Process

Scholarship applications may be obtained through and must be returned to Chicagoland's Human Resource Association's office. Deadlines for scholarship applications will be set annually in accordance with the exam schedule. The Education and Certification Committee has the right to request additional information and employer support documentation deemed necessary to achieve a fair and just decision.

Final Selection

Scholarship recipients will be selected by the Education and Certification Committee on the basis of the information submitted in the application.

Award Payment

Scholarship awards will be presented to the recipients at a regular Chicagoland's Human Resource Association meeting.

Forfeiture

If an award is made and the recipient reschedules or does not plan to proceed with the scheduled certification examination plan, the recipient must immediately contact the Chicagoland's Human Resource Association's administrator. The Education and Certification Committee will then review the circumstances of the change to determine the impact on the scholarship. The recipient may be required to return the scholarship award and reapply for a future scholarship.

Revision Policy

The procedures and conditions of the Chicagoland's Human Resource Association's Certification Scholarship Program are subject to periodic review by the Chicagoland's Human Resource Association Board of Directors and may be revised, amended and/or terminated by a majority vote of the Board of Directors at any regularly scheduled meeting.

CHICAGOLAND'S HUMAN RESOURCE ASSOCIATION

Certification Scholarship Application

SPHR Certification

PHR Certification

As a member, I am applying for participation in the Chicagoland's Human Resource Association Certification Scholarship Program. My study plan of action, test date, test location, employer information, and reason for certification are listed below. I have already contacted the Human Resource Certification Institute of the Society for Human Resource Management to obtain the Certification Information Handbook.

Name _____ Phone _____

Address _____

City _____ State _____ Zip _____

E-mail _____

Include a description of your plan of action for test preparation and the reason you are seeking certification: _____

List your test date and test location: _____

List your current employer, employer address, and length of time in your position: _____

Indicate total number of years in Human Resources field: _____

Indicate total number of years of exempt level Human Resources experience: _____

Include any other appropriate information that you believe may be important in the consideration of your application: _____

*Please return completed application to Chicagoland's Human Resource Association,
1400 Opus Place, Suite 500, Downers Grove, IL 60515*