

# *Nelles Nurse Scholarship Program*

## *Application*

This program will provide recognition and financial support to student nurses annually in an effort to set the highest healthcare quality benchmarks, and retain outstanding nurses in Montana. To be a Nelles Nurse is a high honor.

### **Employment Requirements**

Scholarships are available to students beginning the second semester of their sophomore year through the final semester of their nursing program. Upon graduation, nurses who have received the scholarship are expected to accept employment at St. Vincent Healthcare. The level of financial assistance will determine minimum length of expected employment.

### **Scholarship Distribution**

1. Recipients will receive \$2,500 paid directly to their school each semester, intended to cover tuition and assist with additional school supplies. Financial need is not a criterion for scholarship approval.
2. Following the first semester of funding, recipients must re-submit an official transcript to request funding for their second semester if acceptable academic standards are maintained. An official transcript is expected after each completed semester.
3. Recipients who fail to maintain satisfactory academic progress must return any remaining part of their scholarship immediately.
4. Recipients who discontinue their employment with St. Vincent Healthcare prior to completing their expected term of employment are expected to return the corresponding amount of funds immediately. (An individual who works half of the agreed upon term must return half of the funding.)
5. Scholarship amounts and corresponding forgiveness employment terms:
  - \$2,500—1 year
  - \$5,000—2 years
  - \$7,500---3 years
  - \$10,000 and above----4 years



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*Sisters of Charity of Leavenworth Health System*

## Eligibility to Apply

1. Students must be entering their second semester sophomore year or junior or senior level of a Baccalaureate Nursing program.
2. Students must show proof of enrollment in an accredited Baccalaureate Nursing program.
3. Students must submit an official transcript of studies showing a current GPA of 3.0 or greater.

## How to Apply

1. Application packets are available at St. Vincent Healthcare Human Resources Department or on-line at [www.svfoundation.org](http://www.svfoundation.org).
2. Applications must be received by May 15 for fall semester consideration and by November 15 for spring semester consideration.
3. Late or incomplete applications may not be considered.

## Recipient Selection

1. The Nelles scholarship committee will review the applications to determine the most qualified candidates.
2. If needed applicants may need to be interviewed. Applicants are responsible for their own interview expenses. Interviews may be in person, by video-teleconferencing, or by phone.
3. Funds are limited. Meeting eligibility requirements does not guarantee that an applicant will receive assistance.
4. Recipients will be notified of acceptance in writing with the expected term of employment defined.
5. Funds will be sent directly to the University or College of enrollment
6. Scholarship awards may be considered taxable income to you per IRS regulations. You are encouraged to talk with Human Resources to discuss in further detail. You are also encouraged to talk with a tax advisor to determine how any scholarship award may impact you.

## Checklist of Application Documents

All applicants must include:

\_\_\_Application Form

\_\_\_Letter of Intent (1 page or less) that answers the following:

1. Why you chose to go into nursing.
2. Identify strengths you will bring to the organization.
3. What are your career goals in the next 5 years?
4. What motivates you the most?
5. Identify any additional skills/talents that should be considered.

\_\_\_Cumulative GPA 3.0 or above include a copy of transcript.

\_\_\_Faculty Recommendation Form (included in packet) from most recent instructor. (Must meet or exceed standards.)



## NELLES NURSE SCHOLARSHIP APPLICATION FORM

### Part I—PERSONAL INFORMATION

Soc. Security #      LAST NAME      FIRST      MIDDLE

Street Address      Apt. #

City      State      Zip Code

Telephone      Home      Work

E-Mail Address \_\_\_\_\_

### Part II—PROGRAM INFORMATION

Name & address of instructors to be contacted for references:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

College or University currently attending: \_\_\_\_\_

Anticipated date of completion of nursing program: \_\_\_\_\_

### **Applicable work history**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Part III—Certification and Release

I certify that the information set forth in this application is true and complete to the best of my knowledge. I understand that if accepted into this program, the falsification or willful omission of information on this application, shall be considered sufficient cause for my removal from the program. I consent to and authorize SVH to request any information concerning my previous employment or academic record as indicated on this application. I hereby release all parties and persons connected with any request for information from all claims, liabilities, and damages for whatever reason arising out of furnishing such job or academically related information.

Signature of Applicant

Date



Please Return To:  
Human Resources Department  
Attention: Christi Beals, RN

*Nelles Nurse Scholarship Program Application*



**Faculty Recommendation Form**

To: \_\_\_\_\_  
Faculty/Clinical Instructor

\_\_\_\_\_ has applied with St. Vincent Healthcare for the Nelles Nurse Scholarship Program. In our efforts to consider this individual, we would appreciate you furnishing the information requested below. Your prompt response to this inquiry will be most helpful and will be held in strict confidence.

Please rate this student in the following areas using this rating grid:

- 5 = Outstanding
- 4 = Highly Competent/Strongly Present
- 3 = Competent/Moderately Present
- 2 = Needs Improvement
- 1 = Unacceptable
- NA = Unable to access

Attendance 1 2 3 4 5 NA

- No more than 2 absences from clinical
- No more than 2 times arrived late for clinical

Positive Work Habits

- Demonstrates mature and professional attitude 1 2 3 4 5 NA
- Flexible—modifies course of action as needs or priorities change 1 2 3 4 5 NA
- Completes assigned work on time without asking for extensions or exceptions 1 2 3 4 5 NA
- Demonstrates responsibility and accountability 1 2 3 4 5 NA
- Demonstrates pride in work setting 1 2 3 4 5 NA
- Complies with policies 1 2 3 4 5 NA
- Demonstrates dependability 1 2 3 4 5 NA

Interpersonal Relationships

- Works well in teams 1 2 3 4 5 NA
- Willing to consider a variety of viewpoints 1 2 3 4 5 NA
- Demonstrates tact and sensitivity when dealing with others 1 2 3 4 5 NA

- Shares credit for team accomplishments 1 2 3 4 5 NA

Communication Skills

- Articulates views in a concise and understandable manner 1 2 3 4 5 NA
- Is a receptive listener; shows interest and understanding 1 2 3 4 5 NA
- Asks questions which clearly define the information being sought 1 2 3 4 5 NA
- Communicates clearly in writing 1 2 3 4 5 NA
- Demonstrates congruent verbal and nonverbal communication 1 2 3 4 5 NA
- Expresses abstract ideas in concise and understandable terms 1 2 3 4 5 NA

Critical Thinking

- Demonstrates an ability to use problem-solving techniques 1 2 3 4 5 NA
- Uses available resources to aid in solving problems; seeks other opinions 1 2 3 4 5 NA
- Generates more than one alternative to solving a problem 1 2 3 4 5 NA
- Gathers data and asks questions to avoid making assumptions about situations 1 2 3 4 5 NA
- Follows up on outcomes of chosen solutions to provide feedback for future decisions 1 2 3 4 5 NA

Clinical Competence

- Based on your course indicators 1 2 3 4 5 NA

Additional Comments:

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Based on my observations of this student in an academic/clinical nursing setting, I would recommend this student for this Scholarship Program and for employment after graduation.

\_\_\_\_\_Yes  
 \_\_\_\_\_No

Faculty/Clinical Instructor:\_\_\_\_\_

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

**THANK YOU FOR YOUR COOPERATION IN THIS MATTER**

**PLEASE RETURN TO:  
 St. Vincent Healthcare  
 Human Resources Department  
 Attention: Christi Beals, RN**

1233 North 30<sup>th</sup> Street  
Billings, MT 59101