

Central Utah SHRM Membership Scholarship Guidelines

1. Purpose

To assist current or prospective Central Utah SHRM members who are experiencing financial hardship so they can maintain their membership and continue professional development within the HR community. This scholarship can help cover all or a portion of the Central Utah SHRM membership dues.

2. Eligibility

Applicants must meet *all* of the following:

1. **Current or Prospective Member** — Must have applied (or be applying) for Central Utah SHRM membership.
 2. **Current SHRM Member Status** — Since CUSHRM is a 100% SHRM chapter, applicants must hold an active SHRM national membership or be eligible to join.
 3. **Financial Hardship** — Demonstrated inability to pay full membership dues due to circumstances such as loss of income, student status, medical expenses, unemployment, or other significant financial need.
 4. **Commitment to HR Profession** — Either employed in HR, aspiring to enter HR, or otherwise engaged in the field.
 5. **Commit to attend 6 Professional Development Meetings within the year.**
Attendance at the meetings can be made in person or through Zoom.
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3. Scholarship Types

Partial Dues Scholarship: Provides coverage for a portion (e.g., 25%) of the annual dues, based on demonstrated financial need.

4. Application Requirements

To apply, members must submit:

- **Completed Membership Scholarship Application Form**
(Request form from the Central Utah SHRM Membership Committee or chapter leadership.)

- **Personal Statement (250–500 words)**
Describe your financial challenges and explain how the scholarship would help you maintain or begin membership.
- **Proof of Financial Hardship**
Examples include a recent pay stub, unemployment documentation, student status verification, or other relevant financial documents.
- **Resume or Professional Summary**
Include work experience, education, and HR involvement.

Note: We prefer the applications to be sent 30 days before their membership lapses or 30 days after a lapse in membership. However, we will review everything on a case-by-case basis. Forms can be provided by the CUSHRM Membership Director, Co-Director or President.

5. Selection Criteria

Applications will be reviewed by the Central Utah SHRM Membership Committee.

The committee is:

Keri Steele- President

Matt Hilbig-Past President

Kari Stephens- Membership Director

Steve Smith- Membership Co-Director

Selection is based on:

- **Financial Need** — Highest priority for those with limited ability to pay dues.
 - **Commitment to HR Profession** — Demonstrated through work, volunteer activities, or academic pursuit.
 - **Impact of Support** — How the scholarship will help sustain your growth and involvement with SHRM and CUSHRM.
 - **Completeness of Application** — All required materials submitted by the deadline.
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6. Notification

- Applicants will be informed of the committee's decision **within 7 days** of the application deadline.
 - Notification will be delivered via email.
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7. Terms & Conditions

- *Awards are valid for one year of membership dues.*
 - *Scholarships are non-transferable.*
 - Recipients may be invited to share their experience at a chapter meeting (optional).
 - False or misleading information may result in disqualification.
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8. Renewal Policy

- Recipients may apply for a scholarship renewal in a subsequent year if financial hardship persists.
 - Renewal applicants must provide updated documentation and a brief explanation of ongoing need.
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9. How to Apply

Submission: Email application and all supporting documents to the Central Utah SHRM Membership membership@centralutahshrm.org.

Questions: Contact the Membership Director (Kari Stephens), Co-Director (Steve Smith), or Chapter President (Keri Steele).