



**ARMY NURSE CORPS ASSOCIATION
SCHOLARSHIP PROGRAM
PO BOX 847
MANHATTAN, KS 66505-0847
E-MAIL: education@e-anca.org**

2012 ARMY NURSE CORPS ASSOCIATION SCHOLARSHIP PROGRAM GUIDELINES AND APPLICATION

HISTORY OF THE ARMY NURSE CORPS ASSOCIATION

In 1976, a group of retired Army Nurse Corps officers expressed their desire to continue the camaraderie and close ties of the Army Nurse Corps in retired life and to establish a means of communication by, for and about Army nurses. The Retired Army Nurse Corps Association (RANCA) emerged and was incorporated in 1977. In 2000, the name was changed to the Army Nurse Corps Association (ANCA) to better reflect the membership composition.

Membership is comprised of Army Nurse Corps officers from the Active Army, Army National Guard or the Army Reserve. They may be currently serving, retired or honorably discharged from one of these components.

In accordance with our stated purpose, the association promotes literary, educational, research, charitable and artistic endeavors. One of those programs is the Army Nurse Corps Association Scholarship Program. All funds to support the scholarship program are contributed or bequeathed to the ANCA Education Fund by members.

ARMY NURSE CORPS ASSOCIATION SCHOLARSHIP PROGRAM

The purpose of this program is to provide \$3,000.00 scholarships to nursing students who are U.S. citizens enrolled in colleges and universities, hereafter referred to as schools, with accredited baccalaureate and graduate nursing/nurse anesthesia programs. These programs may include AD to BSN, BSN accelerated nursing degree, nursing anesthesia, master's and doctoral programs. Students eligible to apply for a scholarship include:

- ✿ Nursing or anesthesia students who plan to enter the Active Army, Army National Guard or Army Reserve and are not participating in an educational program funded by one of these components of the US Army.
- ✿ Nursing or anesthesia students who have previously served in the Active Army, Army National Guard or Army Reserve.
- ✿ Army Nurse Corps officers enrolled in an undergraduate baccalaureate or graduate nursing or nurse anesthesia program not funded by the Active Army, Army National Guard or Army Reserve.

- ✿ Army enlisted soldiers serving in a component of the US Army who are working toward a baccalaureate degree in nursing not funded by the Active Army, Army National Guard, or Army Reserve.
- ✿ Nursing or anesthesia students whose parent(s), spouse and/or children are serving or have served in the Active Army, Army National Guard or Army Reserve.

Students receiving full benefits from any of the GI Bill programs (Montgomery, Post 9/11, MGIB-SR, REAP and/or VEAP) are not eligible to receive an ANCA scholarship. Students who are receiving an ROTC scholarship are not eligible; however, ROTC students not receiving a scholarship may apply. Students attending school part-time are eligible, but funds will be distributed by the school to the student only when the student is actively participating in educational endeavors. Students receiving educational financial support through other programs sponsored by the US Army, Army National Guard, Army Reserve or other military services are not eligible to apply for an ANCA scholarship. If an individual feels they should be considered eligible to receive a scholarship, he/she may submit an application containing documentation to support the eligibility request. This documentation will be reviewed by the Education Committee during the recipient selection process. Receipt of an ANCA scholarship in the past does not preclude an applicant from receiving a scholarship in subsequent years.

Instructions for completing the scholarship application are outlined within these “Guidelines”. All required documents supporting the application must be received by the cutoff date, **31 March 2012**, in order for the application to be considered complete and eligible for review by the Education Committee. Students are encouraged to submit applications prior to the cutoff date in case clarification or additional documentation is needed by ANCA by the deadline.

The Army Nurse Corps Association Scholarship Program is not a US Army, Army Nurse Corps or Reserve Officer Training Corps sponsored program. ANCA does not have an official affiliation with the Army Nurse Corps or the U.S. Army and there is not a military service obligation incurred by the student who receives scholarship funds through this program. Students with questions concerning service in one of the components of the Army should contact Army recruiting personnel or the school’s Army Military Science Department..

SCHOLARSHIP APPLICATION REQUIREMENTS

Pages 3 to 5 of these guidelines constitute the “basic scholarship application”. Additional documents, described below under “Endorsements and Recommendations,” must be appended to the basic application before submission to ANCA, unless the document(s) is being sent directly to ANCA separate from the application. Applicants should be aware that requesting the document(s) from the source on the deadline date does not mean they will reach the Army Nurse Corps Association by the deadline date. At the end of the cutoff date the application and all supporting documents must have been received or the application will be considered incomplete and will not be considered by the Education Committee.

2012 ARMY NURSE CORPS ASSOCIATION SCHOLARSHIP APPLICATION

This application is completed by the student. It forms the main part of the application along with other requested information. (Please print or type). Previous editions of the application are obsolete and will not be accepted.

Applicant's Name: _____

Mailing Address: _____

E-Mail Address: _____ **Telephone:** _____ - _____

Name of School _____

School Mailing Address: _____

Program of Study: _____

Student Status (Full or Part-time) and Anticipated Graduation Date:

Name and E-Mail of School Advisor: _____

Telephone: _____ - _____

Qualification Category of Applicant: (Use extra sheets to provide full explanations)

<input type="checkbox"/> I plan to enter the Active Army, Army National Guard or the Army Reserve as a nurse or anesthetist and am <i>not</i> participating in an educational program funded by the Active Army, Army National Guard or Army Reserve. (See pages 8,9)	
<input type="checkbox"/> I have previously served in the Active Army, Army National Guard or Army Reserve. (See page 9)	
<input type="checkbox"/> I am an Army Nurse Corps officer enrolled in an undergraduate baccalaureate or graduate nursing or nurse anesthesia program <i>not</i> funded by the Active Army, Army National Guard or Army Reserve. (See page 9)	

<input type="checkbox"/> I am enlisted in the Active Army, Army National Guard or Army Reserve studying toward a baccalaureate degree in nursing <i>not</i> funded by the Active Army, Army National Guard or Army Reserve. (See page 9)	
<input type="checkbox"/> I am a nursing or anesthesia student whose parent(s), spouse and/or children are serving or have served in the Active Army, Army National Guard or Army Reserve. (See page 9)	

GPA: _____ (transcripts should substantiate this number. See page 8)

Ethnicity: (optional, for statistical purposes only) _____ **Gender:** M F

U.S. Citizen: Y N **Comment:** _____

Scholastic, Academic or Military Honors:

Society or Organization Activities:

Interests and Hobbies:

Personal Statement: Present any information you would like the Education Committee to consider. Include professional career objectives, reasons for applying for the ANCA scholarship, need, special considerations, etc.. Advise the committee of your personal and academic interests and why you are pursuing a nursing career. Also include any contacts with the US Army, Army National Guard or Army Reserve. This section is an extremely important part of the application and should be prepared carefully and legibly. You may attach a typed statement in lieu of using this area.

(Please include additional information on separate sheet(s) and attach to your application)

The information contained in this application is true and correct. I understand that if I am selected to receive an ANCA scholarship, my name will be shared with US Army nurse recruiting personnel. I understand that I am under no obligation to serve in the US Army.

Student Signature _____ **Date** _____

DEAN OF SCHOOL OF NURSING OR NURSE ANESTHESIA LETTER OF ENDORSEMENT

(The scholarship applicant should present this request to the Dean of the School of Nursing or Nurse Anesthesia program requesting a letter of endorsement for his/her application.)

An applicant for a scholarship from the Army Nurse Corps Association is required to obtain a letter of endorsement, as part of his/her application, from the Dean, School of Nursing or Nurse Anesthesia Program or his/her designated representative. This letter is required not later than the application deadline date of **31 March 2012**. If the letter is not part of the application by that date, the application will be considered incomplete and not considered for a possible scholarship.

This letter may be given to the student to include with the application or sent under separate cover to the *Army Nurse Corps Association, Scholarship Program, PO Box 847, Manhattan, KS 66505-0847*. The applicant should comment on the application if the letter is being sent separately. If more than one student from the school is applying, there should be an individual letter for each student.

The purpose of this letter is twofold. First, it should provide comments on the applicant's standing, progress and potential in the educational program. This information should provide the ANCA Education Committee with a description of the applicant's academic status and is very crucial to his/or her selection to receive a scholarship. The level of the student in the program should be explained. If the student has not entered the upper level nursing major course of study but has been accepted for some future date, please indicate this information in the applicant's letter. To be eligible for a scholarship, the student must be enrolled or accepted for enrollment in the School of Nursing or Anesthesia Program

Second, during the selection process, the Education Committee is interested in the school the applicant is attending. Therefore, this letter should provide ANCA with a brief, comprehensive description of the school. Areas to include are:

- information about the school, to include history and purpose, philosophy of nursing and education, and other significant demographic information
- populations and students served to include significant minority groups and non- traditional students
- unique faculty attributes to include knowledge and/or involvement in activities to enhance understanding of Army nursing and opportunities
- educational methodologies to include distance learning, simulation laboratories, clinical affiliations, and other unique educational approaches
- accreditation and tax exempt status
- relationships and cooperation with Army nursing recruitment activities, including initiatives beyond mutual ROTC support

SCHOOL FINANCIAL INFORMATION FORM

This document is to be completed by the school to provide information about the general management of the student's Army Nurse Corps Association (ANCA) scholarship funds. If the student is selected, the scholarship funds will be sent in the student's name to the appropriate department at the school as indicated on this form. This form should be included in the student's application or sent directly to the *Army Nurse Corps Association, Scholarship Program, PO Box 847, Manhattan, KS 66505-0847*. The application should be annotated to reflect that this document will arrive separately. **It is due by 31 March 2012.**

Name of Student: _____

The responsible department at the school is:

How will the scholarship funds be managed? (ANCA does not send scholarship funds directly to the student) Under IRS guidelines, ANCA Scholarship Funds can be used for tuition, fees, and for course-related expenses (books, supplies and required equipment). Please indicated any actions outside IRS guidelines.

If the student is selected for a scholarship, what information should be placed in the "Pay to the Order of" section of the check?

Contact Information: (If selected, the student's check will be mailed to this individual.)

Name: _____

Position: _____

Mailing Address: _____

E-Mail: _____ Telephone: _____ - _____

Authenticating signature: _____

If further information is needed please e-mail ANCA at education@e-anca.org.

REQUIRED APPLICATION ENDORSEMENTS AND RECOMMENDATIONS

Letter of Endorsement from Dean, School of Nursing/Nurse Anesthesia Program: The applicant needs to attach or have sent under separate cover a letter of endorsement from the nursing or anesthesia school's dean or his/her authorized representative (page 6). Please read and give the information on page 6 to the appropriate nursing or anesthesia school personnel. If forwarded separately from the student's application, the letter should be addressed to *Army Nurse Corps Association, Scholarship Program, PO Box 847, Manhattan, KS 66505-0847*. The applicant should make a comment in his/her application that the letter is being sent separately.

School Financial Information Form: ANCA does not disburse scholarship funds directly to the student. If an applicant is selected to receive an Army Nurse Corps Association scholarship, the funds will be sent in a one-time check to the school for the recipient's use in defraying education costs. Therefore, applications need to include the completed School Financial Information Form (page 7) from the school concerning who should receive the scholarship funds and outlining how the recipient's scholarship funds will be managed. This form needs to be completed and authenticated by the school and included with the application or sent to ANCA under separate cover (annotation of this fact should be included in the application). This form is used to ensure that the funds are sent to the proper person and place at the school.

College Transcripts: College transcripts are required to support the current work toward the degree being sought. College transcripts should be included in the application for all educational activities which support educational accomplishments relevant to the obtaining a baccalaureate or higher degree in nursing and/or nurse anesthesia. Transcripts granted for degrees other than nursing should also be included. These transcripts may be given to the student, per school policy, and forwarded with the application. They may also be sent by the school directly to: *Army Nurse Corps Association, Scholarship Program, PO Box 847, Manhattan, KS 66502-0847*.

Transcripts which are sent separately must arrive by the application deadline of 31 March 2012 or the individual's application will not be considered complete. Applicants should understand that they cannot request the school to forward the transcript on or after the application cutoff date.

Letters of Recommendation: An applicant should include any letters of recommendation or other information they feel will enhance their application. This is a highly competitive scholarship program and the applicant will be represented only by information contained in the application and supporting documentation. Any special relationships or affiliations with ROTC or other components of the Active Army, Army National Guard and/or Army Reserve should be discussed in letters from leaders of these departments, units and/or organizations.

Military Service Eligibility Criteria: If the applicant has had any contact about future service in a component of the Active Army, Army National Guard or Army Reserve, evidence of such contact must be included as part of the application. The application will need to contain information from the appropriate Army Nurse recruiting personnel. A letter indicating the applicant's current status and or any commitments made for future service should be included.

Applicants currently serving in any component of the US Army must include documentation of their service. The applicant's chain of command should be included in the recommendation process.

If the applicant previously served in some capacity in a component of the US Army, please include information (i.e., DD Form 214 or other termination of service document) to substantiate this service. If the applicant indicates that eligibility is based on the current or previous service of another family member (parent, spouse, and/or children) in the Active Army, Army National Guard or Army Reserve, documentation to substantiate this individual's service must be included in the application. This can be military orders, DD Form(s) 214 or other documents attesting to the fact that the individual served.

Photograph: Photographs of applicants are not required until they are selected to receive an ANCA Scholarship. If the applicant desires to enclose a photograph with the application, a commercial portrait-style photograph is **not** necessary. The photograph should be suitable for publication in ANCA documents.. Photographs of scholarship recipients may also be used in future flyers advertising the ANCA Scholarship Program.

APPLICATION SUBMISSION INFORMATION

An application must be received by **31 March 2012**. Extensions to the submission deadline will not be granted. Applicants must determine the time necessary for documents to reach ANCA by the 31 March 2012 deadline. If the applicant is selected by the ANCA Education Committee, written notification will be sent to the student, his/her school advisor/dean and the department designated by the school to be the responsible for the scholarship funds. Notification will be sent as soon as possible after the application deadline. Please be sure that ANCA has a current address to contact the applicant and the school.

MISCELLANEOUS INFORMATION

Questions concerning the application process should be sent via our email address education@e-anca.org or the "[Contact Us](#)" page on our website, e-anca.org.

The Army Nurse Corps Association cannot receive United Parcel Service or FEDEX packages. All correspondence should be sent to the postal or e-mail address.

Army Recruiters and/or ROTC Detachments may or may not have specific information about this program, so please address questions directly to the Army Nurse Corps Association. Applications may be forwarded electronically to education@e-anca.org. (transmittal in Microsoft Word format is necessary)

Any name variations in submitted documents, should be substantiated. If necessary, ANCA may contact the appropriate agency(s) to verify any or all of the information contained in the application.

If the applicant is selected to receive an ANCA scholarship, contact information will be supplied to the appropriate Army recruiting personnel. Otherwise, none of the information in your application will be shared with any agency outside of ANCA.

APPLICATION CHECKLIST

This checklist is provided for use in ensuring that your application is complete. Prior to forwarding your application, be sure the following documents are included or arrangements have been made for them to be incorporated into your application:

- Army Nurse Corps Association Scholarship Application (Page 3)
- Endorsement letter from the Dean, School of Nursing/School of Nurse Anesthesia (Page 6)
 - Letter is included, or
 - Arrangements are made to send it directly to ANCA
- School Financial Information Form (Page 7)
- Official College Transcripts (Page 8)
- Letter(s) of Recommendation, as desired (Page 8)
 - Letter is included, or
 - Arrangements are made to send it directly to ANCA
- Actual or Potential Military Service Documents (Page 8-9)
- Photograph, if desired (Page 9)