

**Purpose:** The purpose of the Rutland Area Medical Community Scholarship Program supports students from our local community as well as Rutland area medical community employees working toward furthering their goal of a career in healthcare.

**Committee Membership:** The Rutland Area Medical Community Scholarship Committee is made up of the President of the RRMCM Medical Staff and/or appointed member and at least two other members of the Medical Staff chosen by the Committee Chair as well as community medical professionals. The Medical Staff President shall name the chair of the Committee. More than 50% of the Committee must be present to constitute an official meeting.

**Program Description:** The Rutland Area Medical Community Scholarship is an annual cash award of five (5) \$1,250 scholarships awarded to qualified applicants. **The five awards will be given to high school seniors, college students or Rutland area medical community employees, who are either currently enrolled in or accepted into an academic program in a healthcare field.**

**Any Of The Following Individuals Are Eligible To Apply For The Scholarship:**

- A full-time or part-time employee of Rutland area medical community
- A student in an academic program in a healthcare field at the time the application is submitted, or provides proof of acceptance as a student into an academic program in a healthcare field
- Vermont resident who lives in the service area of Rutland Regional Medical Center

Notices announcing the application process will go out each year in January. Applications are available on the RRMCM website at [www.RRMCM.org](http://www.RRMCM.org). Applications must be completed and returned by March 15, 2020 to be considered. Awards will be announced between May 15 and June 30, 2020.

**All Applications Must Include:**

1. A completed and signed application form;
2. 300-500 word essay articulating why you have chosen a career in healthcare and how a scholarship will impact your choice;
3. Two letters of recommendation from references with the ability to comment on academic achievement, community involvement and professional development;
4. Proof of acceptance into an approved healthcare program (*if the applicant has not yet begun the program*);
5. Transcript from the current or most recent educational institution (*optional*)

The criteria for selection of the scholarship recipient(s) shall include, but is not limited to:

- The letters of recommendation;
- The applicant's essay

**Details Of The Award:**

- Five \$1,250 scholarships will be awarded annually and are not renewable.
- The scholarship awards may be applied to tuition, fees, books, supplies and equipment required for course load.
- Educational institutions must be accredited, nonprofit two or four-year colleges/universities in the United States.
- Students may reapply each year as long as they continue to meet the eligibility criteria and are not past winners.
- Extra favor for applicants considering a career in the Rutland Region.
- Scholarship funds will be sent directly to the educational institution in July or August of the award year.
- Applicants must provide the registrar contact information at the institution they will be attending.

**Application Confirmation:**

How do I know if my application is complete?

- Accepted: the emailed attachment has been verified and accepted by Rutland Regional Medical Center. You will receive an email notification from [medscholar@rrmc.org](mailto:medscholar@rrmc.org) that your application has been received.
- The required supporting documents must be emailed or mailed with your application by the application deadline. If you do not include all the necessary documents, your application may not be considered. Documents that meet the criteria required for the scholarship application, and are emailed or mailed by the **March 15, 2020** deadline, will be processed and considered on time. Email application and supporting documents to [medscholar@rrmc.org](mailto:medscholar@rrmc.org) or mail via US Postal service to:

Rutland Area Medical Community Scholarship Selection Committee c/o Medical Staff Office  
Rutland Regional Medical Center, 160 Allen Street, Rutland, VT 05701

- A .zip file containing more than one file in an acceptable format (*i.e. pdf, .tiff, .png, .gif, .jpeg, .jpg, .bmp and .xps*).

### **Award Notification:**

- Notifications for award winners will be sent out via email between May 15 and June 30, 2020 to either the guidance counselor of the applicant's high school or directly to the Rutland area medical community employee.
- Your email address will only be used to communicate with you about your scholarship applications or other opportunities administered by RRMCMC for which you may be eligible to apply.

## **Frequently Asked Questions:**

### **What Are My Responsibilities If I Am Chosen As A Recipient?**

- You must enroll as an undergraduate or graduate student at an accredited two or four year college, university or vocational-technical school in the Fall of the year in which the scholarship is awarded, and continue the entire academic year without interruption unless approved by scholarship sponsor. The recipient must provide the correct registrar information.
- You must be able to provide proof of enrollment or provide proof of acceptance as a student into an academic program in a healthcare field.

### **How And When Are Checks Issued?**

- Checks will be issued by August 31, 2020 and made payable to the recipients' educational institutions.

### **Are Scholarships Taxable?**

- Tax laws vary by country. In the United States, scholarship funds used exclusively for the payment of tuition or textbooks are normally not taxable. The scholarship recipient is responsible for taxes, if any, that may be assessed against his or her scholarship award. We recommend consulting your tax advisor for more guidance. You may also consult IRS Publication 970 for further information (<http://www.irs.gov/pub/irs-pdf/p970.pdf>).

### **Which School Should I List On The Application If I Have Not Made A Final Decision?**

- You should list your first choice on the application.

### **Other Questions:**

- For additional information regarding the Rutland Area Medical Community Scholarship Program, contact Rutland Regional Medical Center by email at [medscholar@rrmc.org](mailto:medscholar@rrmc.org) or call 802.747.3634.