

# Washington State SHRM Professional Development Scholarship FAQ's

## Washington State SHRM Professional Development Scholarship

Current Washington State SHRM chapter members who have been a member of their local chapters for at least one year and work in a Human Resource related position are eligible to apply for a Washington State SHRM scholarship. Professional development opportunities include:

- Certification Preparation Course, materials and/or exam fees
- Washington State Employment Law and HR Conference
- Seminars, webinars, or other programs that supplement HR related knowledge and education sponsored by Washington State SHRM
- Regional Student Conference – Student SHRM members only (see student section)

## Scholarship Amounts Awarded

Washington State SHRM professional development program offers the following scholarship amounts per calendar year, subject to the scholarship budget approved annually by the Washington State SHRM Council.

- Washington State Employment Law and HR Conference (registration fee only) • HR Day on the Hill (registration fee only)
- Other Professional Development Opportunities sponsored by Washington State SHRM – 50% of the registration fee.
- Washington State SHRM virtual Certification Preparation Course (including the SHRM Learning System) – Maximum amount awarded is \$500.00. (Current cost of the CPC is \$1199.00, and membership is required.)
- Certification Exam – SHRM CP/SCP – up to 50% of the exam fee.

Chapter members with less than 1 full year must wait until after they have renewed their membership to apply. Applicants that are in transition must be a member for at least one year prior to application.

## How Does the Selection Process Work?

Applications will be evaluated for scholarship awards based on the following criteria:

- 40% Work experience/Volunteer experience
- 20% Being a SHRM Member/Chapter Member
- 40% Financial need
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## Is Volunteer experience required with your local chapter or state council to apply for a scholarship?

No. Experience as a chapter or state council volunteer is preferred, and those applications will be considered first, but past volunteer experience is not required. The Scholarship Committee will consider volunteer activities with other professional organizations as deemed appropriate.

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## When May I Apply?

Applications deadlines: 60 days prior to event, conference, etc. unless otherwise noted.

- Washington State SHRM virtual Certification Course – Varies based on Preparation Course schedules for Spring and Fall sessions (to be announced). Generally awarded in February and August.
- Certification Exam – Generally awarded in April and November.
- Washington State SHRM Employment Law and HR Conference – Applications are accepted between April – January and awarded in February.
- Other Professional Development Opportunities sponsored by Washington State SHRM – Applications for other professional development opportunities can be made throughout the year. However, deadlines are 60 days before the event date.
- Seminars, conference taken, enrolled in or otherwise in process prior to the application of the scholarship are ineligible.
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## What are the requirements to apply?

Washington State SHRM Chapter members must complete the Professional Development Scholarship Application online at least 60 days prior to the event, seminar or program state, etc. You will be required to complete the application and include the following documents:

- Current resume
- Completed application

Please email your completed application and most recent resume to [wastateshrm@gmail.com](mailto:wastateshrm@gmail.com).

The Scholarship Committee will notify applicants of the award decision within 2-3 weeks of the application.

## If Selected, How Do I Receive the Award?

Washington State SHRM will send an email congratulating you on your achievement. Any payment will be sent directly to the provider.

For additional information, email questions to [washingtonstateshrm@gmail.com](mailto:washingtonstateshrm@gmail.com).

## What are the specific requirements for student applicants?

- At least Junior standing in Human Resources degree program for undergraduate applicant
- Current SHRM Student member
- Updated resume