

## JCAHPO EDUCATION AND RESEARCH FOUNDATION

### Guidelines for Selecting Scholarship Recipients

#### **Technician, Technologist & Orthoptic Programs**

##### A. CRITERIA FOR ELIGIBILITY

1. Technician and Technologist programs must meet eligibility requirements. Before beginning an application, please check with your program director ensure your training program is participating in JCAHPO's scholarship program.
2. Schools must publicize the availability of educational scholarships to potential candidates.
3. A school may recommend more than one applicant per year.
4. Applicants may not be a relative of directors of the school, of faculty members of the school or Department of Ophthalmology, or Foundation Board of Directors.
5. Applicants shall have been accepted in programs which are approved, accredited or have received a Letter of Review, and are active educational programs for ophthalmic technicians or technologists for the current academic year.
6. Applications must include a *letter of acceptance* from the medical or program director.
7. All applicants must complete a current application and submit it to the JCAHPO Education and Research Foundation. Applications can be found at [www.jcahpo.org](http://www.jcahpo.org).
8. All applications must be *postmarked* by the deadline date of **June 1, 2010**.

***Faxes will not be accepted.***

##### B. SELECTION OF SCHOLARSHIP RECIPIENTS

1. Selection of scholarship recipients is accomplished by the Scholarship Committee in July and is subject to approval by the Board of Directors.
2. The applicant's age, sex, religion, or race shall not be considered unless a benefactor has made a restricted scholarship gift.
3. Applicants must show financial need by including receipts for rent and loan balances, *if requested*.
4. If a Foundation grant benefactor restricts a gift to students in a particular city/state, the medical and program directors may be asked to recommend the candidate(s) in that locale.

##### C. CONDITIONS APPLICABLE TO SCHOLARSHIPS

1. The school shall be responsible for monitoring the progress of the students. If enrollment is discontinued during an academic semester/quarter, the school may retain the portion of the scholarship allocated to cover the tuition fee for that academic period. Any amount remaining shall be immediately returned to the JCAHPO Education and Research Foundation.
2. Students maintaining the school's standards of achievement may be eligible to reapply for a scholarship for the second year of a two-year program.
3. The cooperation of recipients shall be expected in facilitating the publication of a news release and/or article in a newsletter.

##### D. DISTRIBUTION OF SCHOLARSHIPS

1. Awards of more than \$1,000 will be distributed in two portions, with the first payment in September, and distributed to either the school or the student, dependent on amount of tuition owed to the school. The remainder of the scholarship will be awarded in January of the following year pending receipt of a favorable progress report from the program director.
2. \$300 of the scholarship will be awarded in the form of a voucher for use when the recipient applies for the JCAHPO examination.