



## Employee Scholarship Rules

**To Apply: You must be a Door County Medical Center Employee continuing your education in the medical field.**

**Process for submitting forms :**

- a. Applicant must print and complete all parts of the online Employee Scholarship Application: **TS Forms A, B & C.**
- b. Applicant must return completed **TS Forms A, B & C, College Acceptance Letter for new applicants only, College Transcript (certified copy not required), and (2) Letters of Recommendation.**

**The completed application for all applicants is due to Robin Hamm-Jackson by April 8, 2019!**

- **Applications received after April 8, 2019, will not be considered.**
- **Incomplete applications will not be considered.**

**Please mail to:**

DCMC Auxiliary Scholarship Committee  
1843 Michigan Street  
PO Box 230  
Sturgeon Bay, WI 54235

Questions to Robin Hamm-Jackson:

[robin.hamm-jackson@dcmedical.org](mailto:robin.hamm-jackson@dcmedical.org)  
920-746-1071 (option3)

**Awarding of Scholarships will be based on the following criteria:**

- a. Applicant must be planning to pursue a full course of studies toward an undergraduate degree, graduate degree, or higher education at an accredited technical school, 4 year college or university **in the medical field.**
- b. Scholastic and academic awards including: rank in class, transcript of grades, academic awards, honors etc.
- c. Letters of Recommendation.
- d. Award winners must have maintained a 3.0 or better GPA (based on a 4.0 system)
- e. Extracurricular activities such as band, choir, clubs, forensics etc.
- f. Community involvement: good citizenship both in school and in the community.

**Notification of award and presentation:**

- Awarding of scholarships under this program will be the sole responsibility of the Auxiliary Scholarship Committee along with the cooperation and assistance of certain school personnel. All applications will be considered without regard to the applicant's age, sex, race religion, handicap or other protected categories.
- Recipients will be notified by June 1, 2019.
- Scholarship funds are paid directly to the Applicant (including the school name).