**CHARLOTTE AREA LIAISON GROUP (CALG) SCHOLARSHIP PROGRAM**

The CALG Scholarship Fund was established in 1993. This fund was created to provide financial assistance to deserving college student attending a college or University in the Charlotte-Mecklenburg Metropolitan area. Through the Scholarship Fund, we seek to promote the principals of workplace equality among our college students and provide financial assistance to diverse students at the Junior or Senior level.

**Guidelines for Scholarship Fund**

**Requirements for Consideration**

1. Application must be received by November 18, 2022.
2. GPA must be cumulative 3.0 or greater. Also, GPA must be derived from a major in Business with relevant coursework in Human Resources**.**
3. Recipient must be enrolled full-time in an accredited four (4) year undergraduate institution of higher learning.
4. Applicants must present two (2) letters of recommendation: one from an instructor and one from an advisor or department head.
5. One scholarship will be awarded to an applicant attending a college or University in the Charlotte-Mecklenburg Metropolitan area.

**Areas to be Judged**

1. Community, Relevant Internships and Group Affiliations
2. Involvement in School Activities
3. Special Recognition and Achievements
4. Essay on **"Why you want to be a Human Resources Professional and what this scholarship will mean to you”**

It is the **Applicant's** sole responsibility to ensure proof of **GPA ratings, Special Achievements, and other pertinent data** is furnished to **The Scholarship Selection Committee** prior to the deadline. This information will not be requested by The Scholarship Selection Committee, nor will selection of recipients be delayed pending receipt of any information. The Essay entitled **"Why you want to be a Human Resources Professional and what this scholarship will mean to you”** must consist of 500 – 600 words and be typewritten.

The **Scholarship Committee** will attempt to be objective in making its decision of the best applicant. External factors should not be a part of the decision-making process. Relatives within the immediate or distant family of any applicant will not be permitted to serve on **The Scholarship Selection Committee.** However, they may remain on the Scholarship Committee. If at any time, any member of **The Scholarship Selection Committee** feels unable to render an impartial decision, that individual should request to be replaced to avoid a conflict of interest.

**Administering the Scholarship**

**A) Responsibility of the Scholarship Selection Committee**

The Scholarship Selection Committee will be composed of at least three (3) members of CALG in good standing. The Scholarship Selection Committee's responsibilities are to gather and review all applications for The **CALG Scholarship**. The selection of the scholarship recipient will be made on December 2, 2022. The winner will be announced on our website and via email. The recipient will receive the scholarship no later than December 16, 2022.

**B) Disbursements**

1. The Scholarship amount of $1,000.00 will be awarded.
2. Payment will be made in full no later than December 16, 2022.
3. Payment will be paid directly to the student.
4. Lack of qualified applicant will result in no payment.

**C) Record Keeping**

1. All information gathered by The Scholarship Committee for the purpose of selecting a recipient will remain personal and confidential.
2. All records pertaining to the Scholarship will be contained in a limited access file by the CALG Treasurer and Secretary.
3. Applicants’ records will be kept on file for one (1) year before being purged; however, permanent records of recipient will be maintained for future trend analysis.

**CHARLOTTE AREA LIAISON GROUP (CALG) SCHOLARSHIP PROGRAM**

FULL NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NICKNAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TELEPHONE NO.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MAILING ADDRESS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EMAIL ADDRESS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE OF BIRTH\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SCHOOL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MONTH/DAY/YEAR

VOLUNTARY PERSONAL DATA:

GENDER \_\_\_\_\_\_\_\_\_ ETHNICITY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AGE (check one):  23 and under  Over 23

**SCHOOL ACTIVITY INVOLVEMENT**

(i.e., Student SHRM Chapter, Business Club, Foreign Language, Athletics, Band, Cheerleading etc.)

|  |  |  |
| --- | --- | --- |
| **School Clubs/Organizations** | **Year(s)** | **Significant Contributions and/or Offices Held** |
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**COMMUNITY VOLUNTEERISM, INTERNSHIPS AND GROUP AFFILIATIONS NOT SPONSORED BY SCHOOL / UNIVERISTY**

(i.e., Toys for Tots, Walk for a Cure, Holiday Meal Program, Red Cross, Mentoring, etc.)

|  |  |  |
| --- | --- | --- |
| **Activities & Organization** | **Year(s)** | **Significant Contributions and/or Offices Held** |
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**AWARDS & RECOGNITION**

(List Name of Special Recognition or Academic Honors or other Special Achievements

|  |  |  |
| --- | --- | --- |
| **Awarding Institution** | **Year(s)** | **Honor / Achievement** |
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***Add additional sheets as needed.***

**SCHOLASTIC ACHIEVEMENT**

APPLICANT’S NAME GPA\_\_\_\_\_\_\_\_\_\_\_\_

(REQUEST AN OFFICIAL TRANSCRIPT BE SENT TO THE ADDRESS BELOW FROM THE INSTITUTION).

**CHARLOTTE AREA LIAISON GROUP SCHOLARSHIP PROGRAM (CALG)**

**CHECKLIST**

**HAVE YOU:**

Completed the **CALG Scholarship application form?**

Submitted a copy of your **Transcript or last semester’s grades?**

Included a typed essay on **"Why you want to be a Human Resources Professional and what this Scholarship will mean to you”** (500 to 600 words)

Included a **letter of recommendation from an instructor?**

Included a **letter of recommendation from an advisor or department head?**

**\* ALL INFORMATION MUST BE SUBMITTED OR POSTMARKED NO LATER THAN NOVEMBER 18, 2022.**

**TO:**

**Charlotte Area Liaison Group, Inc.**

**Scholarship Committee**

**P.O. Box 32541**

**Charlotte, NC 28232**

**Or send via email to:**

[**secretary@calginc.org**](mailto:secretary@calginc.org)