

**MONTANA STATE UNIVERSITY  
COLLEGE OF NURSING**

**POLICY A-18: Procedure**

**TITLE:** COLLEGE OF NURSING SCHOLARSHIP COMMITTEE

**PROCEDURE:** The Committee is composed of faculty members from each campus, and is chaired by the Associate Dean for Undergraduate Programs (non-voting) who also convenes the committee for its annual meeting. The committee members are responsible for announcing the scholarships each fall semester, posting the criteria for each scholarship, collecting the applications and/or nominations for their campus, and submitting them to the Bozeman Administrative Assistant who serves as the Secretary to the Committee. If needed, the Secretary reviews the nominees with the Financial Aid Office to determine the eligibility of the student to receive the award if selected.

The Committee meets each January to select the recipients from among those nominated. The selected recipients are notified of the scholarship award in writing during the spring semester and are awarded the scholarship for the following academic year.