

The NEBAALAS Certification Scholarship Award Form

Name: _____

Job Title: _____

Institution: _____

Address: _____

Phone: _____ **Fax:** _____

Email: _____

Certification Level you are studying for:

ALAT LAT LATG Other (please specify): _____

If Other, please write the name of the certification and a brief description of how it pertains to the Lab Animal Science Field:

Please provide a breakdown of cost in order to study for and take the exam (this includes study materials, test taking fees, and other processing fees that the scholarship would cover).

Study materials: _____

Test Taking fee: _____

Other fees (processing, etc.): _____

Total: _____

I support _____'s Application for the NEBAALAS Certification Scholarship.

Supervisor's Name (printed)

Supervisor's Signature

Date: _____

TO APPLY:

1. Complete the NEBAALAS Certification Scholarship Award Form and ensure that the applicant's supervisor has signed it
2. Meet the requirements on the following page describing the NEBAALAS Certification Scholarship Award.

PLEASE RETURN APPLICATION FORM TO:

NEBAALAS Scholarship Committee Chair

c/o

Karrie Southwell, BS, CVT, RLATG

Rodent Breeding Service Supervisor

Tufts University

Division of Laboratory Animal Medicine

75 Kneeland Street, 8th Floor Suite 838

Boston, MA 02111

Phone: 617-636-1767

Fax: 617-636-8354

e-mail: karrie.southwell@tufts.edu

The NEBAALAS Certification Scholarship Award

The following guidelines have been established for NEBAALAS members who wish to

apply for: financial assistance in order to prepare and take AALAS certification exams or other relevant certifications.

ABOUT THE APPLICANT

1.1 Applicant must be a current member of the New England Branch of AALAS. However, the Board may consider exceptions to be made in the event of financial need or hardship. Please do not hesitate to fill out the application if you feel you are a strong candidate.

1.4 Applicant must submit the **NEBAALAS Certification Scholarship form**, filled in completely.

ABOUT THE APPLICATION

2.1 Applications are regularly printed in the NEBAALAS newsletter and posted on the NEBAALAS website. The Committee Chair may also be contacted to request an application.

2.2 Two application deadlines apply yearly: March 31st (applications submitted between October 1st and March 31st) and September 30th (applications submitted between April 1st and September 30th).

2.3 Applications must be submitted to the name and address listed on the form.

2.4 The Scholarship Committee or an ad hoc scholarship committee will review all applications.

2.5 All applicants will be notified of the Committee's decision.

ABOUT THE SCHOLARSHIP AWARD

3.1 A percentage of the scholarship fund is allotted annually for the Certification Scholarship. The number of these scholarships awarded annually is dependent upon monies available in the scholarship fund.

3.2 Recipients of the Certification Scholarship will be announced at the NEBAALAS meeting and in the NEBAALAS newsletter.

3.3 Recipients will receive money based on the breakdown of costs to take the test and confirmation of those costs. These costs will be reported to the Treasurer.

3.4 Expense Report forms can be obtained from the Treasurer.

3.5 All moneys awarded will be utilized to buy study materials and pay test-taking fees, etc., as deemed appropriate by the Scholarship Committee.

3.6 If the recipient of a Certification Scholarship fails the exam, they may not re-apply for the Scholarship for that certification level.

3.7 The Treasurer must keep a separate account for all moneys received or spent, with the Scholarship Committee.

3.8 It will not be mandatory for the scholarship moneys to be awarded annually.

3.9 NEBAALAS Executive Officers and current members of the Scholarship Committee are not eligible for the award.