



**CENTRAL FLORIDA HEALTH INFORMATION MANAGEMENT
SCHOLARSHIP FUND**

**Applicant Procedure
2019-2020**

PURPOSE: To provide a mechanism for distribution of funds provided by CFHIMA scholarship fund. Amounts awarded will vary based on available funds designated by CFHIMA board and/or membership. Distributable scholarship fund may be awarded to one student or divided among two or more students.

DISTRIBUTION: CFHIMA Scholarship Committee
Applicant

PROCEDURE:

1. The President of CFHIMA and the Chairperson of the CFHIMA Scholarship Committee will distribute the applications to interested Students of an HIM Accredited program who reside in the Central Florida areas (Seminole, Orange, Osceola, Brevard and Lake counties).

Applicants must be full or part-time Health Information Management students preparing to enter their final year of the program.

- A. Unofficial transcript showing remaining hours for completion/graduation.
- B. Applicant overall GPA is 2.8 and the Health Information Management Program GPA is 3.0.
- C. CFHIMA Verification of Enrollment Form.

2. The applicant must complete the application form (s). The **Application form must be typed.**
3. **Applicants must have attended/participated in at least 2 Webinar or 1 face-to-face CFHIMA meetings prior to scholarship the deadline.**
4. If you are granted a CFHIMA Scholarship you will be Assigned to participate in one of the CFHIMA Committees As designated by the CFHIMA Board for a one (1) year term.
5. The applicant **must furnish two (2) letters of reference.**
One letter of reference from each of the following:
 - A. Health Information Management Faculty member.
The letter should emphasize leadership qualities.
 - B. Any other previous instructor or previous/present employer.
6. **Attach a resume**, including both education and work experience, as well as, professional and academic organizations.
7. Applicant should **submit the completed application Package to the CFHIMA SCHOLARSHIP CHAIR (listed on the website) no later than May 1, 2020. All submissions must be typed.**
Email to: HollyWoemmel@yahoo.com or Holly.Woemmel@nuance.com.
8. The CFHIMA Scholarship Committee Chair will notify the scholarship recipient(s) of the award in writing. Scholarship recipient(s) will be invited to the CFHIMA Installation Ceremony to receive their award(s).