

**ISM-CENTRAL OHIO**  
**Scholarship Program for ISM-CO Members Pursuing an**  
**ISM Certification (CPSM or CPSD)**  
**Scholarship for Study Material, Testing Fees, Training Classes, Certification Fees**  
**Guidelines and Instructions**

**Award Background**

The ISM-Central Ohio Board of Directors has allocated funds for scholarships to assist ISM-CO members who are pursuing an ISM certification (Certified Professional in Supply Management (CPSM) or Certified Professional in Supplier Diversity (CPSD)). Candidates may apply for the award each year but may only win up to \$1500 maximum.

The ISM- Central Ohio Board of Directors consisting of no less than three ISM-Central Ohio Board of Directors members is responsible for selecting the awardees. The Board of Directors reserves the right to not grant scholarships if, in their opinion, no qualifying applications are received.

Scholarship recipients will be recognized during an ISM regular dinner meeting. Scholarship funds are disbursed as a check in the ISM member's name. Awards will be rounded down to the nearest dollar of total cost of the study materials, testing fees, certification fees, and training classes upon the schedule noted below not to exceed \$1500.

**Eligibility**

**CPSM** - The eligible applicant must have completed three years of professional supply management (non-clerical, nonsupport) with a Bachelors degree from a regionally accredited university or international equivalent or five years of professional supply management (non-clerical, nonsupport) without a qualified Bachelors degree.

**CPSD**- The eligible applicant must meet ISM requirements for CPSD certification.

Applicants, if employed, must not be eligible for partial or full employer-paid reimbursement.

Applicants must obtain two letters of recommendation from supervisors or work peers. At least one recommendation must be from a current supervisor or supervisor within the past 2 years if unemployed at time of attaining certification.

Applicants can be awarded up to a combination of \$1500 in a lifetime, upon completion of each module awards will be given to cover cost of study materials, testing fees, certification fee, or training classes. For the CPSM scholarship award, the scholarship will be awarded for the study materials, training classes, and testing fees after passing of the first module. The remainder of the scholarship will be awarded after completion of the second and third modules, thus upon certification as a Certified Professional in Supply Management. For the CPSD, the scholarship will be awarded for study material, testing fees, training classes, and certification fee upon passing, as there is only one module.

**Obligation of Award Recipients**

Scholarship recipients are also required to be involved as a dues paying member in ISM-Central Ohio for at least one year before receipt of the scholarship. The term "involvement" may constitute the following: attending at least one half of the ISM-Central Ohio professional development meetings in the calendar year prior. If further clarification is required, contact any ISM-Central Ohio Board of Director member.



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**Application Form**

*Application due* \_\_\_\_\_

\_\_\_\_\_

Last name	First name	Middle name or initials
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\_\_\_\_\_

Street address

\_\_\_\_\_

City	State	Zip code
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\_\_\_\_\_

Telephone	What is your professional title?
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E-Mail Address: \_\_\_\_\_

\_\_\_\_\_

Company

ISM Member ID #: \_\_\_\_\_

**Please include the following supplemental documentation:**

- Proof of eligibility according to ISM certification requirement (work experience and/ or college degree).
- Letter from employer acknowledging that you will not be receiving reimbursement for study material, testing fees, training classes, or certification fee through employer.
- Essay (500 word maximum) describing your decision to attain certification and your career goals.
- Letter from at least two letters from previous supervisor or coworker (see eligibility).
- Evidence of involvement in ISM-Central Ohio by writing a 100-150 word paragraph describing your activities, dates of professional development meeting attendance, and takeaways from the events.
- Resume

**Email completed application packet (postmarked on or before \_\_\_\_\_) to:**

**ISM-CO Board of Directors**