Philippine Nurses Association
Committee on Awards and Scholarships

Guidelines for Scholarship Grants

The following are the guidelines for the Scholarship Program of the Association.

1. The Committee shall screen the candidates for the scholarship grants.
2. The program is limited to the completion of a master's thesis /doctoral dissertation of the candidate.
3. Qualifications of candidates for the scholarship grants shall include the following:
   - 3.1. Must have an approved thesis/dissertation proposal. (Certificate of approval from the Graduate School)
   - 3.2. Submission of temporary transcript of records.
   - 3.3. Commitment to finish the thesis/dissertation within the timelines submitted.
   - 3.4. Written endorsement from the thesis/dissertation Adviser.
   - 3.5. Must be of good moral character.
   - 3.6. Must have an updated Professional Regulation Commission (PRC) license.
   - 3.7. Be a member of good standing of the Philippine Nurses Association for at least three (3) consecutive years
   - 3.8. Must not be related to any of the incumbent national officers of the Association.
   - 3.9. Documents to be submitted upon application:

     - 3.8.1. Updated transcript of records (TOR) issued by the university or graduate school.
     - 3.8.2. Endorsement letter from adviser
     - 3.8.3. Certificate of good moral character from school or university.
     - 3.8.4. GANTT chart.
     - 3.8.5. Budget of research proposal.
     - 3.8.6. Copy of approved research proposal.
     - 3.8.7. Photocopy of latest PNA membership card.
     - 3.8.8. Photocopy of updated PRC license

4. Procedures to be followed:
   - 4.1. The candidate will submit his/her letter of application to the PNA Chapter where she belongs together with the documentary requirements.
   - 4.2. The Chapter initially assesses the documents submitted then recommends the application of the candidate by issuing a recommendation letter for this purpose. The recommendation letter should be duly signed by the Chapter President and Governor of the endorsing region.
   - 4.3. The packet shall be submitted to the PNA National Headquarters in person or via courier.
   - 4.4. The Committee shall evaluate all the documentary evidence and make a short list of the first five (5) candidates.
   - 4.5. Schedule the first five candidates for a panel interview with the Committee.
5. The responsibilities of the candidates for the scholarship grant are as follows: They
   - 5.1. Shall have good academic ratings;
   - 5.2. Must be enrolled in a Graduate School duly recognized by the government;
   - 5.3. Must accept the responsibility to finish the study within the proposed time frame;
   - 5.4. Submit a copy of the completed manuscript to the PNA and acknowledgement of the scholarship grant if publication of the study is made; and
   - 5.6. Take the responsibility to serve the PNA in any capacity for a least one year.
6. Release of funds shall be according to the following schedule:

6.1. Initial release of funds shall be 50% upon enrollment; 25% before oral defense and the final 25% upon submission of the final manuscript.

7. Memorandum of agreement will follow the PNA protocol on signatories to agreements/contracts
8. Failure to finish the thesis/dissertation within the timeframe, the student shall write a request for extension limited to 1 academic year, subject to the approval of the BOG.

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