



CHIA Student Scholarship Application

The CHIA Student Scholarship awards \$500 to help members complete their educational goals and enable them to successfully embark on or build upon their health information management (HIM) career path. Funding for the Student Scholarships is made possible through donations to the CHIA Scholarship Fund. For more information about eligibility and requirements, visit <http://californiahia.org/chia-student-scholarships>

Deadline for submitting applications (including the Application Form and all required documents) is **March 1**.

Applicant's Name		Credentials	AHIMA ID Number
CHIA Membership Status (select one): <input type="checkbox"/> Student Member <input type="checkbox"/> Graduate Member <input type="checkbox"/> Active Member			
Address		City, State, Zip	
Primary Phone Number () <input type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Work		E-mail	
Name of College/University		Name of accredited HIA/HIT Program Course	
HIA/HIT Program Start Date	Expected HIA/HIT Program Graduation Date	GPA	

I certify that the information submitted with this application is accurate and I authorize CHIA to validate its accuracy:	
Applicant Signature	Application Date

I validate that this Applicant has completed a minimum of 50% of their HIA, HIT, or HIM Master's Degree program curriculum.		
Program Director Name	Program Director Signature	Date

Required Attachments (to be submitted with completed Application):

- 1) Validation from Program Director that a minimum of 50% of HIA, HIT or HIM Master's Degree curriculum has been met.
- 2) Official transcripts with grades from your HIA, HIT, or HIM Master's Degree program courses. (Unofficial transcripts verified by Program Director is acceptable)
- 3) Two recommendation letters from HIM professionals (can be sent separately). See attached Instructions for Recommenders.
- 4) Written essay, of no more than 500 words, responding to the following two questions:
 - a. Describe your educational and/or career goals in HIM.
 - b. Describe how receiving a CHIA scholarship will assist you to meet your educational and/or career goals in HIM.

Eligible Applicants Must Meet All These Requirements:

- ✓ Be a member in good standing of AHIMA and CHIA at the time the application is submitted
- ✓ Enrolled in CAHIM-accredited HIA, HIT or HIM Master's Degree program and completed a minimum 50% of program curriculum
- ✓ Selected California as their Component State Association (CSA) within their AHIMA membership
- ✓ Must not have received a CHIA Student Scholarship at any time previously

Selection and Notification Process: The total amount of scholarships to be awarded is determined annually by the CHIA Board of Directors and is based on available funds. The CHIA Awards Committee will review all eligible submissions and evaluate based on 1) essay content and writing skill, 2) academic excellence, 3) content and suitability of recommendation letters provided, and 4) completeness and clarity of the application. CHIA will notify each applicant if he/she was selected to receive the Student Scholarship by April 20. Scholarship presentations and award distributions are made at the annual CHIA Convention & Exhibit in June, but recipients do not need to be present and checks will be mailed after.

Submit Completed Application & Attachments to (select one):

Fax: (559) 251-5836
 Email: Scholarship@CaliforniaHIA.org
 Mail: California Health Information Association, 1915 N. Fine Avenue, Suite 104, Fresno, CA 93727-1565



CHIA Student Scholarship Recommendation Letter Instructions (For HIM Professional Recommender)

The CHIA Student Scholarship program is designed to award students for their academic success and leadership potential and help enable them to successfully embark on or build upon their health information management (HIM) career path. Your candid appraisal will assist the CHIA Awards Committee in evaluating the applicant's qualifications and academic achievements. For more information about eligibility and requirements, visit <http://californiahia.org/chia-student-scholarships>

Please provide the following information in your Recommendation Letter for applicant:

Your Name
Title
Email Address
Contact Number
Recommendation Submission Date

Please respond to the following questions in your Recommendation Letter for applicant:

- 1) In what capacity and for how long have you known the applicant? (50 words or less)
- 2) In your opinion, to what degree does the applicant's academic success reflect his/her abilities to become a successful health information professional? (100 words or less)
- 3) Describe leadership and behavioral characteristics that you believe are demonstrative of the applicant's future, positive contributions to the health information profession. (250 words or less)
- 4) Note any additional or special information that may assist the CHIA Awards Committee in evaluating the application. (100 words or less)