

# ISRT Past Presidents Technologist Scholarship | 2010

## *From the ISRT BOD Policy and Procedure Manual* **Section III. ISRT SPONSORED ACTIVITIES AND PROGRAMS**

### G. PAST PRESIDENTS TECHNOLOGIST SCHOLARSHIP

#### 1. Purpose

- a. The purpose of the scholarship is to provide a cash award to be used to further the education in the radiologic sciences of a registered radiologic technologist/sonographer.
- b. The scholarship must be used for the continuation of education in the radiologic sciences. This could include: 1) working on an additional credential in radiography, radiation therapy, nuclear medicine or sonography from an accredited entry level program, 2) working towards an advanced degree in the Radiologic Sciences such as a baccalaureate, masters, etc., or 3) education to obtain additional skills in areas such as education, administration or supervision.

#### 2. Eligibility

- a. To be eligible to apply, applicants must document participation in the ISRT at least one time which could include serving as an officer, committee/taskforce chairman or member, lecturer, awards received, etc. Attendance at ISRT educational meetings/lectures does NOT constitute ISRT participation.
- b. Applicants who have never been a Past Presidents Scholarship recipient will be given first preference to receive scholarships provided they meet the minimum qualifications as outlined in 2.a.
- c. Applicant must be a registered radiologic technologist/sonographer by the ARRT, NMTCB, ARDMS or equivalent at the time of application.
- d. Applicant must hold current, non probationary status in the ARRT, NMTCB, ARDMS or equivalent.
- e. Technologists/sonographers must be current ISRT members **at the time of application and for the dues year in which the scholarship will be awarded.** (i.e., if the technologist applies in November, they would have to be a member of the 2009 dues year. The dues year runs from February 1 through January 31 so the technologist must renew to be a member of the new dues year for 2010 since the scholarship is distributed in the Spring.) The Director of Competitions will verify membership with the Executive Secretary.
- f. Scholarship recipients must maintain current and continuous ISRT membership throughout the duration the scholarship is awarded.
- g. Applicants must provide proof of enrollment in an educational program (i.e. letter of acceptance). Applicants must be **currently** enrolled in a program to apply for the scholarship.

#### 3. Application

- a. Make sure that you have read the most current policies for the competition posted on the ISRT website and that you have the most current application. **The postmarking deadline is January 1.** Application may be made by completing the official application and attaching appropriate documentation and postmarking it to the Director of Competitions by **January 1. Applicants must also include three (3) copies of the Applicant Statement in addition to the original.** Failure to provide the additional three copies will disqualify the applicant from consideration. **It is strongly recommended that all applications be sent via certified mail with return receipt requested. Applications will only be accepted by mail. Faxes applications or applications sent by any other electronic media will not be accepted.** The ISRT Board of Directors will not be responsible for applications not postmarked by the deadline that were not sent via certified mail with a return receipt. Applicants who send applications by certified mail with return receipt are still responsible for following the rules below if they do not receive a letter of acknowledgment.

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- b. Applications will only be considered if they are completed on the current, official application form with the appropriate documentation and number of copies included. Prior to the postmarking deadline, incomplete applications will be returned to the applicant as soon as possible with an explanation. The ISRT is not responsible for returning an incomplete application in time for the applicant to resubmit the application by the postmarking deadline. If the applicant can complete the application process and resubmit the application by the postmarking deadline then the application will be considered. If there is not time for the applicant to complete and resubmit the application by the postmarking deadline, then the application will not be considered.
  - c. Any application postmarked after the deadline will be returned to the applicant and will be ineligible. The Director of Competitions shall send a letter via certified mail explaining the reason for ineligibility.
  - d. The Director of Competitions shall notify applicants in writing by certified mail of any other reason for disqualification.
  - e. Upon receipt and acceptance of the complete application form and all necessary paperwork, a letter of acknowledgment will be sent to the applicant by the Director of Competitions.
  - f. If the applicant has not received notification of receipt of application by January 10, the applicant must contact the Director of Competitions by phone by January 15 to resolve any problem with the application. Absolutely no action on any problem will be considered if the Director of Competitions is not contacted by that date.
  - g. Previous scholarship recipients must reapply each year they wish to be considered for a scholarship.
  - h. The Director of Competitions shall review the application for completeness and appropriate documentation and will verify the results of the judges. Applicants are ultimately responsible for knowing and complying with all rules.
  - i. If the postmark is illegible, the Director of Competitions shall use the received date for purposes of documentation.
4. Procedures and Selection process
- a. These rules will be followed without exception. It is the responsibility of the applicant to read all of the rules. Any questions should immediately be directed to the Director of Competitions. In order for an application to be considered, all eligibility requirements must be met. It is the applicant's responsibility to meet and follow all eligibility requirements. Non-compliance of any eligibility or application requirement will result in disqualification from competition. Interpretation of the rules is a responsibility of the Director of Competitions and the ISRT President. The applicant must be a current ISRT member **at the time of application and for the dues year in which the scholarship will be awarded.** (i.e., if the technologist applies in November, they would have to be a member of the 2009 dues year. The dues year runs from February 1 through January 31 so the technologist must renew to be a member of the new dues year for 2010 since the scholarship is distributed in the Spring.) All scholarship applications shall be postmarked to the Director of Competitions by **January 1.**
  - b. The number and amount of scholarships given yearly will be determined by the Board of Directors upon recommendation of the Finance Committee during formulation of the budget for the coming year. The number and amount of scholarships is contingent upon approval of the budget.
  - c. By January 15, the Director of Competitions will verify years of ISRT membership, eligibility and ISRT service of all applicants with the Executive Secretary.
  - d. By January 15, the Director of Competitions should send the ISRT President a list of the applicants and their work affiliation in order that qualified judges may be appointed.

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- e. The President shall appoint three (3) individuals as judges. The judges must be credentialed in Radiography, Nuclear Medicine, Radiation Therapy or Sonography. The President may not serve as a judge. The names of the judges shall be known only to the President and the Director of Competitions. If the President is an applicant, the Chairman of the Board shall fulfill the duties of the President for this competition. If the Chairman of the Board is an applicant, the Board of Directors shall select an individual to fulfill the duties of the President for this competition.
- f. The judges must be ISRT members.
- g. The President shall determine that there are no potential conflicts of interest between an individual appointed to judge and any of the applicants. The judges may not be employed by or associated with any of the institutions represented by the applicants.
- h. As soon as the judges have agreed to serve, the President should provide their names addresses, e-mail and phone numbers to the Director of Competitions who will complete future communications. Names, addresses, e-mail and phone numbers of the judges should be sent to the Director of Competitions no later than February 1 and preferably earlier.
- i. The Director of Competitions or the President shall provide the names of the judges to the Executive Secretary so that Certificates of Recognition can be printed.
- j. The Director of Competitions shall be responsible for completing all point totals on the critique sheets after return of the graded statement by the judges to provide consistency in awarding points.
- k. The judges will only review the applicant statements and assign a point total and return to the Director of Competitions.
- l. The Director of Competitions shall assign each applicant statement an anonymous identifier (number).
- m. The Director of Competitions will send each judge a judge's direction sheet, applicant statement judging sheet which include the anonymous identifiers and all applicant statements (with anonymous identifier) with a deadline to submit their results. Only a copy of the applicant statements shall be mailed to the judges. The complete application is to be retained by the Director of Competitions.
- n. All judges are responsible for submitting all applicant critique sheets in a timely manner according to the deadline determined by the Director of Competitions.
- o. The Director of Competitions shall complete applicant critique sheets for each applicant. As the applicant statement judging sheets are returned, the Director of Competitions shall transfer the judge's scores to the applicant critique sheets. The Director of Competitions shall complete and verify tally score sheets for each applicant and then rank the applicants. Final scores will be calculated on an average of the judge's scores for the applicant statements, i.e., all judge's scores will be added together and divided by the total number of judges to arrive at a final average point score to be listed for the applicant statement score. The final point score shall be calculated to two decimal places with no rounding by the Director of Competitions. The Director of Competitions will then rank the applicants in order of the highest point totals to determine the scholarship recipients.
- p. After verification of scores, completion of overall tally sheets and ranking of all applicants, the Director of Competitions must send all of the information to the President for verification and agreement on the final scholarship recipients.
- q. The Director of Competitions shall send a Certificate of Recognition (obtained from the Executive Secretary) to all judges after the selection process is completed.
- r. In the event that there is no consensus or there is a major procedural error on the part of the judges, the Director of Competitions shall refer the information to the President who has the prerogative to review the information and shall then be responsible for the final decision to resolve the issue.

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- s. The decision of the Director of Competitions and/or the President shall be final.
  - t. After the recipients have been selected, the Director of Competitions shall send a copy of all recipients' application and documentation to the Executive Secretary for use in publication.
  - u. The Director of Competitions shall notify all individuals who were selected as scholarship recipients. (NOTIFICATION TO RECIPIENT letter)
  - v. The Director of Competitions shall notify all individuals who were not selected. (NOTIFICATION TO RECIPIENT letter)
  - w. The Director of Competitions shall inform the Treasurer of the recipients so the checks can be written.
  - x. The Executive Secretary will send recipients a copy of the current policies and procedures to utilize in obtaining reimbursement in addition to a congratulatory letter from the President.
  - y. Following the notification of scholarship recipients and non-recipients, the Director of Competitions shall destroy the critique sheets, overall tally forms and applications.
  - z. Scholarship recipients will be formally acknowledged during the Awards Presentation at the Annual Conference Business Session of the same year. Scholarship recipients who do not attend the awards presentation will receive a certificate of award in the mail after the close of the Annual Conference.
5. Distribution of the Scholarship
- a. The scholarship monies will be paid to the recipients upon receipt of proof of expenses (tuition, books, lab fees) and grades from January 1 to December 31 of the scholarship year.
  - b. If a recipient changes institutions from the one listed on the application, the recipient must notify the ISRT President in writing.
  - c. Recipients are responsible for sending the necessary documentation to the ISRT Treasurer indicating completion of the course (s), program, etc. in good standing at the institution indicated on the application and proof of expenses within three (3) months of receiving documentation. A course description must be sent with the documentation detailing out the course(s). For example, if your grade report says AHSC 200--B+, you must send a course description detailing AHSC 200. Recipients who do not send documentation within three (3) months forfeit the scholarship.
  - d. The ISRT has the prerogative to request information on any course submitted for reimbursement of scholarship monies.
  - e. The recipient must continue to meet ISRT membership requirements for the duration of the scholarship. The ISRT Treasurer shall verify current ISRT membership in good standing with the Executive Secretary prior to distribution of the scholarship.
  - f. If there are extenuating circumstances which affect the recipient's ability to send the required documentation within three (3) months, it is the responsibility of the recipient to petition the Board.
  - g. The recipient must maintain a grade of "C" or above in each course attempted during the scholarship period or complete the educational program satisfactorily if no grade is given in order to receive the scholarship.
  - h. If there are extenuating circumstances which affect the recipient's grades, it is the responsibility of the recipient to petition the Board.
6. Appeals
- a. Appeals will be considered in cases of disqualification for violation of eligibility rules or application process.

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- b. In the event of a disqualification, the applicant may submit an appeal to the Director of Competitions within seven days of the disqualification notification. The seven days will be determined by the received date signed on the certified mail return receipt card from the letter sent by the Director of Competitions. The appeal shall be in writing and should include any supporting documentation.
  - c. The Director of Competitions and the ISRT President will review and render a decision on the appeal.
  - d. The Director of Competitions will notify the applicant of the decision as soon as possible.
7. Documents
- a. Application
  - b. Judges Direction Sheet
  - c. Applicant Statement Judging Sheet
  - d. Director of Competitions Direction Sheet
  - e. Applicant Critique Sheet
  - f. Letter of acknowledgment of application
  - g. Judges Letter
  - h. Notification to recipient
  - i. Notification to nonrecipient

## PAST PRESIDENTS TECHNOLOGIST SCHOLARSHIP

ADOPTED: 7/95

AMENDED: 9/95, 3/97, 9/97, 3/98, 6/99, 9/99, 7/01, 07/02, 7/03, 8/03, 9/03, 03/04, 03/05, 09/05, 05/06, 09/06, 11/06, 9/07, 1/08

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## 2010 PAST PRESIDENTS TECHNOLOGIST SCHOLARSHIP APPLICATION

- ✓ Make sure you have read the most current policies for the competition posted on the ISRT website and you have and complete the most current application.
- ✓ Application may be made by completing the official application and submitting the original application, three additional (3) copies of the applicant statement, and all other required documentation to the director of competitions with a postmark date no later than January 1.
- ✓ It is strongly recommended that all applications be sent via certified mail with return receipt requested. Applications will only be accepted by mail. Faxed applications or applications sent by any other electronic media will not be accepted.
- ✓ Please complete all sections of the application. Incomplete applications will be returned.
- ✓ This application may be copied as needed.

\*NOTE: you must be a current ISRT member at the time of application and for the dues year in which the scholarship will be awarded. (i.e., if the technologist applies in November, they would have to be a member of the 2009 dues year. The dues year runs from February 1 through January 31 so the technologist must renew to be a member of the new dues year for 2010 since the scholarship is distributed in the spring.) Please attach a copy of your current ISRT membership card.

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE WITH AREA CODE \_\_\_\_\_ E-MAIL \_\_\_\_\_

CURRENT EMPLOYER, (if applicable) \_\_\_\_\_

EMPLOYER CITY AND STATE \_\_\_\_\_

CURRENT JOB TITLE \_\_\_\_\_

NAME OF RADIOLOGIC SCIENCES/SONOGRAPHY PROGRAM GRADUATED FROM

\_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_

GRADUATION DATE \_\_\_\_\_

DEGREE/CERTIFICATE RECEIVED \_\_\_\_\_

OTHER COLLEGE(S) ATTENDED. ATTACH ADDITIONAL PAGES IF NECESSARY.

\_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_

GRADUATION DATE(S) \_\_\_\_\_

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## 2010 PAST PRESIDENTS TECHNOLOGIST SCHOLARSHIP APPLICATION (continued)

DEGREE(S)/CERTIFICATE(S) RECEIVED \_\_\_\_\_

\_\_\_\_\_

### PROFESSIONAL CREDENTIALS:

ORGANIZATION(S) \_\_\_\_\_

\_\_\_\_\_

REGISTERED/CERTIFIED/POST PRIMARY CERTIFICATIONS IN \_\_\_\_\_

\_\_\_\_\_

### USE OF SCHOLARSHIP:

If you are the recipient of this scholarship, what educational institution will you be attending for which you will use the scholarship?

NAME OF INSTITUTION \_\_\_\_\_

NAME OF DEGREE OR PROGRAM (for example, MS in Health Sciences Education)

\_\_\_\_\_

INSTITUTION CITY \_\_\_\_\_ STATE \_\_\_\_\_

ESTIMATED COMPLETION DATE \_\_\_\_\_

\_\_\_\_\_

### I. ISRT MEMBERSHIP (5 POINTS):

ISRT membership will be verified by the Executive Secretary and excludes District membership. The Director of Competitions will determine awarded points for membership.

Points will be awarded as follows:

Member 1-5 years	1 point	Member 16-20 years	4 points
Member 6-10 years	2 points	Member more than 20 years	5 points
Member 11-15 years	3 points	<b>**You must include a copy of your current ISRT card.</b>	

Years do not have to be consecutive

1. An individual who joins at any time during the year (excluding ½ year dues) receives 1 point for each year of membership.
2. Inactive status and student membership receive 1 point for each year of membership.
3. Half year dues membership receive ½ point for each year of membership.
4. Students who graduated during the membership year whose Student membership expired and did not upgrade their membership do not receive any points for the year.

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## 2010 PAST PRESIDENTS TECHNOLOGIST SCHOLARSHIP APPLICATION (continued)

### II. ISRT PARTICIPATION (25 POINTS): At least one area of ISRT participation must be documented to be eligible for application.

List your participation in the ISRT including offices held, committee appointments, lectures presented, awards received, etc. Attendance at ISRT educational meetings/lectures does NOT constitute ISRT participation. Attach additional pages if necessary. If currently serving, the Executive Secretary will verify service. If previous service, you must supply documentation, such as Certificate of Recognition.

**POSITION**

**YEAR SERVED (for example, 2002-2003)**

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### III. OTHER RADIOLOGIC SCIENCE PROFESSIONAL ORGANIZATION MEMBERSHIP AND PARTICIPATION (20 POINTS):

List the name(s) and years of membership of all radiologic science professional societies for which you are a current member. (ASRT, SNM-TS, SDMS, AHRA, AERS, etc.). Excludes ISRT, District, ARRT, NMTCB, ARDMS. \*\*You must include a current copy of all professional organization membership cards and documentation of the number of years..

**ORGANIZATION NAME**

**TOTAL NUMBER OF YEARS OF MEMBERSHIP**

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List your participation in other radiologic science professional organizations, such as ASRT, SNM-TS, SDMS, AHRA, AERS, etc., including offices held, committee appointments, lectures, publications, awards received, etc. Attach additional pages if necessary. If currently serving, the Executive Secretary will verify service. If previous service, you must supply documentation, such as Certificate of Recognition.

**POSITION**

**YEAR SERVED (for example, 2002-2003)**

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## 2010 PAST PRESIDENTS TECHNOLOGIST SCHOLARSHIP APPLICATION (continued)

### IV. APPLICANT STATEMENT: (50 POINTS)

Please submit a typed statement as to why you believe you should be awarded the scholarship. The statement could also include information on community service activities and participation that are health related. The statements may include personal information regarding the applicant and their history. The statement should be limited to no more than 2 pages, 12 point font, 1" margins, double spaced and submitted on a separate sheet(s) of paper. The statement will be evaluated as follows:

Neatness	(5 points)
Spelling	(5 points)
Grammar	(10 points)
Cohesion of thought	(15 points)
Rationale for receiving the scholarship	(15 points)

### DOCUMENTATION:

In addition to this application, the following documentation must be attached:

- Proof of enrollment in the educational program (i.e., letter of acceptance).
- A copy of current, non probationary ARRT, SDMS, NMTCB card or equivalent.
- A copy of your current ISRT membership card.
- A copy of all current professional society membership cards.
- Documentation of service on committees, etc.
- Three (3) additional copies of the Applicant Statement

Have you been a past recipient of the ISRT Past President's scholarship? \_\_\_\_Yes \_\_\_\_No

If Yes, please list the year(s) received \_\_\_\_\_

### ATTESTATION STATEMENT:

I have read the most current policies for the competition posted on the ISRT website and agree to abide by the policies. I have the most current application. I have read and understand this application. To the best of my knowledge the information I am providing is accurate and complete. If I accept this award, I agree to abide by the guidelines established by the ISRT at the time of my acceptance. I also agree to provide, if requested, documentation to verify any of the application information.

SIGNATURE OF APPLICANT \_\_\_\_\_

DATE OF APPLICATION \_\_\_\_\_

**PLEASE MAIL SCHOLARSHIP APPLICATION AND DOCUMENTATION TO:**

**ISRT Director of Competitions**

The Competition's Director changes annually. The current director's information can be located in the PRINTABLE PDF DIRECTORY found in the Who's Who Section on the ISRT website. [www.isort.org](http://www.isort.org)

Postmark Date: \_\_\_\_\_

Date Received: \_\_\_\_\_

Documentation complete      **YES**      **NO**

Meets minimum qualifications      **YES**      **NO**

\_\_\_\_\_  
Director of Competitions Signature