

## Hibbs-Waller Scholarship Description and Application Process

**Description:** The VCU-MCV Women's Club supports Jessie Hibbs and Marion Waller scholarships to women graduate students from each college/school. Scholarships for the Monroe Park Campus are designated as Jessie Hibbs Scholarships. MCV Campus scholarships are designated as Marion Waller Scholarships.

**Eligibility criteria and other details:** Each recipient is to be a woman graduate student with dependent child(ren). Recipients must be Virginia residents.

Upon verification of enrollment in graduate coursework taken for credit (6–9 semester hours) in the Fall semester of the relevant academic year, \$1,000 will be credited to each recipient's account. Award cannot exceed the value of full tuition and fees. Schools and departments are not allowed to decrease previous and current awards by a like amount, since these awards are additional honors for the students recognized by these scholarships.

### Application Process:

1. In each application cycle, each program director can nominate no more than a single eligible student to the Associate Dean for Graduate Education (ADGE) by sending a single PDF that contains all of the following:
  - a. nominee information and documents
    - i. V number
    - ii. first name
    - iii. last name
    - iv. degree level and program
    - v. e-mail address
    - vi. graduate transcript for the nominee
    - vii. one to two-page resume or CV for the nominee
    - viii. one to two-page personal narrative from the nominee describing their suitability for the award
  - b. advisor's letter of support for the nominee (can be a joint letter form the advisor and the program director)
2. Nomination packets are due to the ADGE by **October 21st**.
3. The SOM's Graduate Education Executive Committee will review nominations considering the award's eligibility criteria.
4. Based on the Committee's review, the ADGE will select a single nominee and forward to the Graduate School by their deadline of October 28th.
5. The Graduate School selects and provides \$1,000 to the awardee.
6. SOM and program nominees that do not receive the award from the Graduate School may be eligible for SOM discretionary awards later in the academic year (typically \$250 and \$100 for Ph.D. and M.S. nominees, respectively).
7. Students can be nominated multiple times, but can receive the award a maximum of one time.

Approved by the School of Medicine Graduate Programs Committee: August, 2019  
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