## 1. Scope:

This document applies to available funding that supports doctoral students who are conducting dissertations, capstone projects, or presenting at national meetings. The internal awards referred to in this policy are generated each year by gifts as received by the school of nursing in support of student financial need and can vary in amount. The WVU School of Nursing is dedicated to supporting the scholarly development of doctoral students including easing associated financial burdens. To that end, the purpose of the Doctoral Student Support Funds (DSSF) is to enhance the ability of WVU School of Nursing (SON) doctoral students to successfully participate in scholarly development activities.

Amount of Awards: Available scholarships vary as funding fluctuates each year but are generally limited to amounts under $500.00.

## 2. Objectives:

This Office of Nursing Research and PhD Education policy was developed to meet the needs of doctoral students for participation in scholarly development activities. The policy is intended to:

2.1 Be consistent and compliant with West Virginia University Policies

2.2 Describe how Doctoral Student Support funds (DSSF) will be awarded to students in support of scholarly developmental activities.

## 3. Procedure Description:

3.1. These procedures refer to the awarding of DSSF funds made available due to the receipt of gifts award to the School of Nursing for student financial need.

Awards will be available each academic year by the Office of Nursing Research and PhD Education. In general, the deadline for application is March 1 of each year. It is anticipated that successful applicants will use this funding mechanism to conduct dissertations, capstone projects or present at national meetings. Only one award per year is available to individual qualified students.

3.2. WVU SON students who are enrolled in PhD or DNP programs and who hold a minimum GPA of 3.5 will be eligible to apply. Students who intend to apply will submit an application form (see attached) signed by their advisor to the Office of Nursing Research and PhD Education. This can be submitted electronically to Deborah Hardesty, dhardestv@hsc.wvu. Activities covered under this award are expected to be completed within the year the funding was awarded.

4.0 Implementation:

4.1 A review committee (made up of one DNP faculty member and one PhD faculty member will be appointed each year by the Associate Dean for Research and PhD Education (in collaboration with Department Chairs) who will review each application. Students will be selected for scholarships based on the recommendations from this review committee. Students receiving awards will be notified by the Office of Research and PhD Education and funds will be disbursed to the student.

4.2. Any monies remaining at the end of the scholarly activities will be distributed back to the Office of Nursing Research and PhD Education.

## 5.0 Additional Information:

5.1 Under no circumstances are DSSF funds to be used for anything other than scholarly activities.

5.2 If the student withdraws from the program at WVU prior to completing the intended scholarly activities, any DSSF funds will be returned to WVU.

5.3 The Dean has final approval on disbursement of all RIF funds

This SOP reviewed by: 

WVU SON Administrative Council

Date: August 6, 2013

This SOP approved by:
Name / Title

*Elizabeth N. Shelton*
*Interim Dean*

Date: 8/20/13

## Application for Doctoral Student Support Funds (DSSF)

Name: _____

Contact Information: _____address

_____telephone _____email

Program: ___ _____

Current GPA: _____

Program Placement: (please indicate where in the program you are currently situated:

_____

Expected Graduation Date: _____

In the space below, please provide a brief description of the intended scholarly activities and how the funds would be used to support the activities:

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Advisor: _____
         Signature                            Date

Committee Recommendation: _____