



Sally Burns Rambo Scholarship Eligibility, Application Requirements & Submission Guidelines

This document is to be used to help you prepare to complete your online application. Please make note of the application elements that require you to upload a separate PDF document and those that will prompt you to create a list within the online application.

Scholarship Awards

The Club Foundation will award scholarships annually, based on the availability of funds and merit of application. This scholarship may be used for the tuition cost to your choice of one of the CMAA Business Management Institute (BMI) courses or the Certification Review Course and up to \$1,000 in travel expenses (travel and lodging only). Scholarship awards will be granted based on recommendations made by The Club Foundation Allocation Committee and approved by The Club Foundation Board of Governors.

Eligibility:

- Candidate must identify as female, currently working in the club industry
- Current member of CMAA
- Minimum of 3 years as a CMAA Professional Member
- Restriction: The scholarship only applies to programs/courses not yet registered for or taken and must be used within 18 months from receiving the award.

Application Requirements:

The outlined application requirements will be needed to complete your online application.

- Candidate Contact Information

- CMAA Member ID#
- Letter of recommendation from the General Manager at applicant's club.
 - In the event that the applicant is the General Manager, then the recommendation letter must be submitted from the Club President
 - **Letter of recommendation should be signed and saved as a PDF to be uploaded into the application portal.**
 - *Click here to access recommendation form.*
- Letter of recommendation from a Board Member of applicant's local CMAA chapter
 - **Letter of recommendation should be signed and saved as a PDF to be uploaded into the application portal.**
 - Copy of current resume - **Saved as a PDF to be uploaded into the application portal.**
 - *Click here to access recommendation form.*
- List of CMAA Activities
 - Describe any CMAA activities in which you are/have been an active participant (i.e. chapter activities, education programs/workshops and Conference).
 - **List should be saved as a PDF to be uploaded into the application portal.**
- List of Community Activities
 - Describe any community activities in which you are/have been an active participant.
 - **List should be saved as a PDF to be uploaded into the application portal.**
- Education Budget
 - What is your club's total budget allocation for education?
 - How do you personally benefit from that allocation?
 - **Prepare your responses. Responses will be submitted via a text field within the application portal.**
- Applicant essay (500-1,000 words) addressing the following:
 - What are your career objectives within the club industry?

- Sally Burns Rambo, CCM was a role model for many within the club industry. Please discuss someone you consider to be a role model and the characteristics or attributes they demonstrate that inspire you.
- **Essay should be saved as a PDF document and uploaded into the application portal.**
- Current Resume
 - **Resume should be saved as a PDF document and uploaded into the application portal.**

Submission You Application

Visit [insert link] to complete and submit your application.

Applications must be submitted by 11:59 pm EDT on September 1, 2020.

Applicants will be notified via email that their application has been successfully submitted.

Please use the [online contact form](#) for any questions regarding the application or submission process.