

# 2019 Fellowship Application Checklist

**Review this form before submitting the completed application form.**

**Incomplete applications will NOT be considered.**

This form should be used by the applicant to verify that all steps of the application process have been followed and all required documents have been submitted.

**Pre-Application Self-Assessment Worksheet:** It is HIGHLY RECOMMENDED that you complete this self-assessment prior to applying and review with your sponsors. (You do not need to submit this assessment with your application.). You should specifically consider the criteria related to your area of service, policy, academia, or research.

**Applicant's Section of the Application Form:** Complete-all fields filled in and accurate.

**Curriculum Vitae (CV):** Include only the following: Employment history, educational history, publications, research with dollar amounts, awards and honors, professional activities and community service, selected presentations and other activities that demonstrate sustained contributions within the last 10 years. CV **DOES NOT** exceed **20** pages.

**DO NOT INCLUDE** courses taught, thesis'/dissertations supervised, extensive job descriptions, institutional committees, publications in process, continuing education.

**DO INCLUDE** activities (appointments, publications, presentations, awards, etc.) referenced in your application. See "CV Guidelines" in the instructions for a more detailed description.

**National Nursing Association Membership Verification Document:**

Required only for Applicants for are not US citizens.

**\$350.00 Application Fee Paid:** Please make sure you follow payment instructions when submitting the application online.

## Sponsor Checklist

Applicant and Sponsor sections have been accurately completed within the required parameters.

Each sponsor's statement verifies and amplifies the applicant's strengths in different areas.

Each sponsor's statement verifies the applicant's significant and sustained contribution with the applicant's curriculum vita.

**Please Note:** By submitting this application, you are confirming that this 2019 Application for Fellowship has been reviewed and is complete. No changes or additions may be made to this application once submitted.