



nbcc
FOUNDATION.
scholarship



CENTER FOR
CREDENTIALING
& EDUCATION™

CCE SCHOLARSHIP FREQUENTLY ASKED QUESTIONS

GENERAL QUESTIONS

1. Is there a paper application?

No, the application is only available online. Please submit all supporting documentation with your online application—do **not** mail or email any required documents. Your application will not be considered complete without **all** required documents.

2. Does my application need to be completed in English?

The application and all supporting documents must be in English.

3. What happens if my application is not complete?

It is the applicant's responsibility to submit a complete application. Incomplete applications will **not** be considered.

4. Can I submit my application after the deadline date?

Applications must be submitted by the deadline. You will be unable to submit an application once the deadline has passed and the application period closes.

5. My reference is unable to provide their reference letter before the deadline. Will you accept their reference after the deadline?

No, applications and all supporting documents must be submitted by the deadline.

6. If I am missing a document for my application or one of my submitted documents is not correct, will I be able to submit the updated document?

No, applications and all supporting documents must be submitted by the deadline. This means documents must be submitted correctly. Due to the number of applications, staff will **not** reach out to applicants to submit missing or corrected documents.

7. If something in my application changes after I submit my application, what should I do?

Please email us immediately at foundation@nbcc.org if any aspect of your application changes.

8. Are funds given directly to scholarship recipients or to their training provider?

The Board Certified Coach Training Award and Global Career Development Facilitator (GCDF) (Domestic) scholarship funds are remitted directly to the approved training provider.

The CCE Approved Clinical Supervisor Training Award, Board Certified-TeleMental Health Provider (BC-TMH) Training Award, and GCDF (International) scholarship funds are given directly to recipients, who are responsible for any tax implications.

9. What if I receive the scholarship and am unable to fulfill my commitments?

Scholarships are awarded with the expectation that all commitments will be met. The NBCC Foundation will determine repayment requirements on a case-by-case basis.

10. Can I apply for more than one scholarship?

Yes, but you can only be awarded one.

11. How long should my personal statement be?

Personal statements can be up to five (5) pages in length. Any pages past the fifth page will **not** be considered in the review.

12. What should be included in my personal statement?

Instructions on what to include in your personal statement are listed in each application as well as below.

Your personal statement is an example of your writing and is weighted heavily in your overall score. Personal statements are limited to five (5) double spaced pages in length. If more than five double spaced pages are submitted, we will only review the first five pages.

Written in narrative style, your personal statement should cover the following:

- 1) **INTEREST.** Why you are interested in this training award/scholarship?
- 2) **YOUR PROFESSIONAL IDENTITY.** Describe your professional and/or counselor identity.
- 3) **YOUR COMMITMENT.** Demonstrate your commitment to professional practice standards.
- 4) **YOUR KNOWLEDGE AND EXPERIENCE.** (This section should be tailored to the specific award for which you're applying).
 - a. **ACS**—Describe your supervision knowledge and clinical experience.
 - b. **BCC**—Describe knowledge and experience with serving a population in need of coaching and/or your experience in leadership. This should include one or more of the following: having access to the population in need of coaching or working in a setting conducive to coaching, having a background in leadership, and holding or pursuing a degree from a relevant program.
 - c. **BC-TMH**—Describe your professional knowledge and clinical experience.
 - d. **GCDF**—Describe your knowledge and experience with the population you intend to work with while utilizing this credential.
- 5) **YOUR PLAN.** Include your future goals and a clear plan of how this credential will help you better serve your profession and/or community.

Effective personal statements are thorough and articulate and will illustrate your heart and your passion. They are factual, thorough, articulate, and free of grammatical or spelling errors.