

# RNFOO Awards and Scholarship Application Review Process

## Information for Applicants

The review process for RNFOO awards and scholarships is administered by an Awards and Scholarship Committee comprised of RNFOO Board Members and health industry volunteers who are selected for their expertise in nursing education, research and practice. Applications are reviewed based on the criteria outlined for each award, professional commitment, professional goals, leadership potential and academic ability as shown through the completed application, reference letters and resumé.

All information contained in applications, reference letters and academic transcripts is held in strict confidence. Once the review process is completed and award decisions have been made and approved, applications and supporting information are destroyed.

Each application is reviewed independently by two reviewers, and then subsequently by the full Review Panel. Review Panel discussions are strictly confidential and every effort is made to ensure that all decisions are fair and objective. To maintain impartiality, Review Panel members excuse themselves from any discussion where they know the applicant because they are:

- an academic/clinical supervisor or instructor of an applicant
- a close personal friend or relative of an applicant
- a referee for an applicant
- or for any other reason where they feel they cannot provide an objective review of the application

The decisions of the Review Panel are final and not subject to appeal.