ALBANY MED Health System

SARATOGA HOSPITAL

Laboratory Services

Licensed Laboratory Specialist Scholarship

POLICY:

Licensed Laboratory Specialist Scholarships have been established to enhance educational, recruitment, and retention for current and prospective employees of the Saratoga Hospital Laboratory.

SCHOLARSHIP AWARD:

Saratoga Hospital will provide a one-time award of $ 9,000 to one professional annually who has either completed their program within the past year or is on track to complete their program within the next 6 months. Funds will be paid as follows:

- Initial award- $3,000
- Second award, upon completion of training- $3,000
- Third award, after completion of the first year- $3,000

ELIGIBILITY:

To be eligible for this Scholarship, the student must be:

Either enrolled or graduated from an academic program qualifying the candidate to apply for a New York State license in related laboratory profession.

If in school, the candidate must be in good Academic Standing as defined by the college, maintaining at least a 2.5 GPA, and making planned academic progress toward the anticipated graduation date submitted on the application form.

COMMITMENT:

Post NYS licensure, the recipient of the award agrees to a 3-year commitment.

LICENSURE:

Scholarship recipient must successfully pass their New York State licensing exam within 3 months of graduation. Failure to successfully obtain licensure will result in termination of employment and forfeiture of funds.

APPLICATION PROCESS:

An application can be requested by contacting Shayna Blanchette, Associate Director Lab Administration at sblanchette@saratogahospital.org

- Proof of graduation (if applicable)
- Completed Application and Resume including current contact information
- Written letter of recommendation from a professor
- Essay on the topic: “Why I chose lab sciences and how I feel I stand apart from other students”
- Completed Release Authorization for Processing of Background Screen (if external candidate)
- Personal letter of recommendation (optional)

SELECTION PROCESS:

The Scholarship will be awarded by a committee consisting of:

- Saratoga Hospital Laboratory Leadership
- Chief Medical Officer

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Based upon review of the application packets, students will be interviewed by select representatives of the committee prior to the selection. References may be contacted prior to the applicant's interview.

Preference may be given to applicants who successfully completed a student internship in the Saratoga Hospital Laboratory.

NOTIFICATION PROCESS:
Once interviews have concluded, members of the committee will review and decide on the chosen applicant. The selected candidate will be verbally notified by Laboratory Leadership. All remaining applicants will be notified in writing.

TERMINATION OF AGREEMENT:
Withdrawal or failure from the college or any course by the student will result in termination from the scholarship by Saratoga Hospital. In this instance, all expenses must be repaid to the hospital on a timeline acceptable to Saratoga Hospital.

Should the scholarship recipient cease employment with Saratoga Hospital prior to completion of the three-year commitment period, he/she agrees to repay Saratoga Hospital a pro-rated amount of the scholarship based on the length of employment (see attached amortization schedule). The payment schedule will be developed between Saratoga Hospital and the former employee in a manner acceptable to Saratoga Hospital.

Time Worked	Amount Repayable if Employment Ends
Start	$9,000
3 months	$8,250
6 months	$7,500
9 months	$6,750
12 months	$6,000
15 months	$5,250
18 months	$4,500
21 months	$3,750
24 months	$3,000
27 months	$2,250
30 months	$1,500
33 months	$750
36 months	$0