

2021 Nanny Institute Scholarship + USNA Certification Application Form

Instructions: Complete this form in its entirety and save or scan as a pdf file. Applications with illegible or incomplete content will not be accepted. Submit the application to info@usnannyinstitute.com. You only need to complete one application to be eligible for all 32 days (November 25-December 25, 2021). All applications submitted by midnight EST will be eligible for the scholarship on the following day and all subsequent days. For more information or additional support, contact info@usnannyinstitute.com.

Before completing the application, please make sure you meet ALL the following criteria:

- Are at least 18 years old with a government issued identification from any recognized country
- Have a high school diploma, GED or attended college or university
- Have current CPR and First Aid certification from a reputable training organization (not expired)
- You must be able to start the program within 10 days and complete 20 hours of online childcare training and the certified nanny requirements within the next 60 days (approx. 30 hours total)
- Fluent in English. The Nanny Institute classes are currently only available in English. The US Nanny Association credential programs are available in English and Spanish.
- Have at least 2000 hours (1 year) of documented (paystub, reference) paid childcare experience
- Can submit a copy of a reputable background check completed within the past 3 years

Important – getting a scholarship does NOT mean you will get certified. You must meet all the program requirements including passing exams to earn the Intermediate Childcare Certification and the Certified Nanny (NCP).

Part I – Applicant Information

Legal Name: _____
 First Middle Last (Family) Suffix

Birthdate: _____ Preferred First Name: _____
 (mm/dd/yyyy)

Phone: _____ Email: _____

Address: _____
 Number and Street City, State, and Zip Code

Part II – High School Education

High School or GED Issuer Name: _____

School Address: _____
 Number and Street City, State, and Zip Code

Graduation Date: _____
 (mm/dd/yyyy)

Please attach a copy of your high school or GED diploma or transcript. If you attended a college or university, you can submit a copy of your transcript. Please redact (hide) your social security number if it's on any of your documents.

Part III – First Aid and CPR

Certification or Classes Completed: _____

Organization Name or Trainer: _____

Expiration date: _____
(mm/dd/yyyy)

Please attach a copy of your First Aid and CPR certification.

Part IV – Paid Childcare Work Experience

Provide information for at least one childcare employer including a business or family name, contact person name, address, phone, and email. Persons listed in this form must be willing to confirm the authenticity of employment, if contacted. If you have multiple employers, you can submit additional copies of this page.

Business or Family Name: _____

Phone: _____ Email: _____

Address: _____
Number and Street City, State, and Zip Code

Total number of hours or years worked for this employer: _____

Please attach a copy of a redacted pay stub or a copy of a letter of recommendation from this employer.

Part V - Additional Information

Have you ever been placed on probation, suspended, removed, dismissed, or expelled from any school or academic program since 9th grade? Yes No

Other than traffic offenses, have you ever been convicted of any misdemeanor or felony? Yes No

If you answered yes to either question, provide an explanation and the approximate dates of each incident.

Although not required for the scholarship application, you will be required to submit a background check if you are awarded the scholarship. It's a requirement for the Certified Nanny program.

Are you a member of the US Nanny Association? Yes No

Part VI – Short Essay

Instructions: Answer the essay question in your own words. The essay should be at least 100 but no more than 250 words and written without assistance.

Essay: Share a time you had to manage a difficult experience or situation while working as a childcare provider.

The remainder of this page is intentionally left blank to allow room for the essays.

Part VII – Code of Conduct

When I accept an awarded a scholarship, I agree to the follow the US Nanny Association Code of Conduct and Professionalism. Like US Nanny Association members, I will:

- Value the work and dignity of every person, pursue the truth and engage with ethical and equal treatment of others. Members will not make malicious or intentionally false statements.
- Engage in meaningful conversations and respect the contributions of other individuals and organizations. Members will respect each other, even those with differing ideas and views.
- Share information to support employment and the physical, emotional, intellectual and social development of children. Information shared will be based on research and supported by leading organizations including the American Academy of Pediatrics and other reputable organizations.
- Not limit or impede participation in programs or events based on gender, race, sex, age, national or ethnic origin, sexual orientation, religion, political beliefs, marital status, medical condition and/or social or family background.
- Be aware of the importance of maintaining the respect and confidence of one's employers, co-worker's, peers, educators, business leaders and other members of the community. Members are aware of their obligation to faithfully adhere to confidentiality agreements and respect propriety, copyrighted and trademarked materials. Members will uphold the privacy of children.
- Maintain honesty in all professional dealings. Members will not submit fraudulent information on documents or misrepresent their professional qualifications. Members will make commitments and promises in good faith and will not engage in or condone dishonest behavior.
- Follow federal and state laws and regulations. Members will maintain a safe environment for children at all times.
- Conduct themselves professionally which includes but is not limited to being honest and open when communicating with parents and employers. Members will show up for work on time and ready to perform the job duties. Employees will be paid on time for completed work. Members will have a discussion with each other regarding job scheduling, duties and other changes to an employment situation.
- Members shall directly approach those persons with whom they have a conflict or disagreement and privately and/or legally resolve disputes in a fair and professional manner.

Part VIII – Scholarship Rules and Disclaimers

The Nanny Institute and US Nanny Association will provide up to 32 scholarships starting on November 25, 2021 through December 25, 2021. Scholarships will be awarded daily, and the recipient will be notified within 10 business days. The start date will be within 10 days of scholarship notification. The start dates and deadlines are not negotiable. Recipients will not receive any monetary funds. The US Nanny Institute and US Nanny Association will administer the scholarship as services provided directly to the recipient. Scholarships are non-refundable and non-transferrable. This is a one-time, non-recurring scholarship program.

Applicants can submit their application starting on November 15, 2021. Applications will be accepted through 12pm EST on December 24, 2021. Only one application is needed as all applications submitted by midnight EST will be eligible for the scholarship on the following day and all subsequent days.

Only complete and legible applications will be reviewed. If more than 32 applications are received, the essay will be used to rank the applicants. The evaluation criteria are provided on page 7.

The Nanny Institute and US Nanny Association reserve the right to refuse a scholarship, training program and/or certification program to all applicants and recipients who do not meet the requirements. Getting awarded a scholarship does NOT mean you will get certified. The Nanny Institute and US Nanny Association also reserve the right to refuse a scholarship, training program and/or certification program to all applicants and recipients who do not adhere to the Code of Conduct and Professionalism.

Waiver of Liability

I hereby release, discharge, and agree to hold harmless US Nanny Institute and US Nanny Association, its trustees, agents, employees, representatives and volunteers, from any and all liability arising out of or in connection with my participation in the Scholarship Program. For purposes of this Release, liability means all claims, demands, losses, causes of action, suits or judgments or any kind that I or my heirs, executors, administrators, and assigns may have against US Nanny Institute and US Nanny Association, its trustees agents, employees, representatives and volunteers, because of a failure to pass any course or class or obtain any particular grades, personal injury, accident, illness, or death or because of any loss or damage to property that occurs to a person including me or to my property during the Scholarship Program and that results from any cause including but not limited to the passive or active negligence or other acts of US Nanny Institute or US Nanny Association, its trustees, agents, employees, representatives and volunteers, other than fraud, willful misconduct, or a knowing violation of the law.

Indemnification

Notwithstanding any insurance coverage which may be in effect and in addition to any additional undertakings referred to herein, I will, to the extent allowed by law, defend and indemnify and hold harmless US Nanny Institute and US Nanny Association, its trustees, agents, employees, representatives and volunteers (hereinafter collectively referred to as the "Releasee") from any and all liability, claims, losses, expenses, judgments or demands including the obligations of Releasee on account of any similar agreement Releasee has with me, including demands arising from injuries or death of persons and damage to property, arising directly or indirectly out of my participation in the Scholarship Program, save and except for claims or litigation arising from the willful misconduct of Releasee and I will make good and reimburse Releasee for any expenditures, including reasonable attorneys' fees that Releasee may have by reason of such matters, and if requested by Releasee, I shall defend such suit at my sole cost and expense.

Part IX – Sign Application

Please read the following statement carefully, then acknowledge that you have read and approved it with your signature. Please note that an e-signature is the electronic equivalent of a hand-written signature.

By signing below, I confirm that the information provided on this application is accurate and true to the best of my knowledge. By my signature below, I certify that I have read, fully understand and accept all terms of this application and agreement.

In addition to the terms provided, your signature below

1. Certifies the above content and written essays are original, authored without assistance.
2. Confirms all information in this application including any supplemental information is factually true and honestly presented and that you are the person submitting this application form.
3. Authorizes US Nanny Institute and US Nanny Association to release your first name, last initial, city, and state if you are selected as a scholarship recipient.

Please signify your acceptance by entering the information requested in the fields below.

Signature (First and Last Name)

Printed (First and Last Name)

(mm/dd/yyyy)

All applications must be submitted to info@usnannyinstitute.com. A confirmation email receipt will be provided to the email address that submitted the application. If the applicant does not receive a confirmation receipt within 3 business days, email or call 941-773-9020.

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Scholarship Procedures

1. The scholarship application is available to any person over the age of 18 who meets the scholarship, US Nanny Institute and US Nanny Association program requirements.
2. The scholarship application form must be received prior to the application deadline.
3. To be accepted, all application content, essays, and supportive material must be legible, grammatically correct and complete.

Scholarship Application Evaluation Criteria

If there are more than 32 applications, the following process will rank the applicants:

Stage 1: Mandatory Items. A “No” removes the applicant from further consideration.

All items are complete, legible, and provided by deadline Yes No

All items comply with the instructions Yes No

If there are more than 32 applications after Stage 1, the following process will rank the applicants:

Stage 2: Essay Pass/Does Not Pass. The written essay will be evaluated on three grammatical criteria: organization, grammar, and spelling. A “Does Not Pass” removes the applicant from further consideration.

	Pass	Does Not Pass
Organization	Essay answers question and shows good organization but may lack appropriate transitions	Essay does not answer question or is disorganized and confusing
Grammar	Shows successful grammar usage with fewer than 3 grammar mistakes	Does not show successful grammar usage with 3 or more grammar mistakes
Spelling	Shows successful spelling with fewer than 3 spelling mistakes	Does not show successful spelling with 3 or more spelling mistakes

If there are more than 32 applications after Stage 2, the following process will rank the applicants:

Stage 3: Essay Ranking. The written essays will be evaluated on content and overall effect.

Score	Ranking	Criteria
1 -2	Poor	Essay does not communicate a foundational knowledge of childcare or a childcare career
3	Average	Essay communicates a foundational knowledge of childcare and/or a childcare career
4	Above Average	Essay communicates a foundational knowledge of childcare, a childcare career, service, leadership, and/or high moral character
5	Excellent	Essay communicates a foundational knowledge of childcare, a childcare career, service, leadership, high moral character, emotional maturity, responsibility, professionalism, and/or accountability