



Charlotte-Blue Ridge Chapter

## Member Sponsorship Program

The purpose of the Member Sponsorship Program is to encourage member attendance at HFTP conferences (e.g. HFTP Global's Annual Convention, MSARC), as well as taking and passing the CHAE and CHTP exams.

### General requirements

Sponsorships are only available to members of the HFTP – Charlotte-Blue Ridge Chapter, both students and non-students. The Sponsorship Program will be administered by a Sponsorship Committee selected by members of the Chapter's Board of Directors. Board members currently serving the CBR Chapter will not be eligible to receive sponsorships.

The Chapter will target a financial commitment that will allow at least two sponsorships to be awarded annually – one for a conference/event and one or more for exam fees.

An application form follows in this document. Application deadlines will be established to coincide with targeted conferences/events, allowing ample time for selection of candidates.

Due to differences in criteria and expectations for students and non-students, if applications are received from both during the same year, awards will be considered separately for each. In such an instance in order to avoid depleting scholarship funds too quickly, consideration will need to be given to the cost of targeted conferences. In order to send both a student and a non-student to a conference/event in the same year, the Sponsorship Committee may choose one national and one local/regional (e.g. MSARC) event.

The Chapter is not obligated to award sponsorships. For example, should only one member apply for a sponsorship and the Sponsorship Committee does not believe the member is a good candidate, we will not provide a sponsorship award.

### HFTP Conferences/Events

- The sponsorship will fund attendance at a conference/event. This is designed to cover the cost of registration, hotel and/or travel.
- The Sponsorship Committee, in conjunction with the Chapter's Board, will establish a fixed dollar amount (e.g. \$1,000), so as to allow the recipient to make their own reservations (e.g. airline tickets). The sponsorship amount will be revisited periodically to ensure its adequacy. The Committee *may* consider providing a stated amount up front in certain circumstances (e.g. student with limited resources), with additional out-of-pocket costs being subsequently reimbursed, up to the stated maximum.
- When possible, sponsorship recipients will be assigned a Board member to shadow during a sponsored conference.

## Member Sponsorship Program

- Student qualifications:
  - Student applicants must have declared either:
    - A major in accounting or management information systems (MIS) with a concentration or minor in hospitality management; work experience in the hospitality industry may replace the requirement for a minor; OR
    - A major in hospitality management with a concentration or minor in accounting.
  - We will not restrict the awarding of sponsorships to students attending a particular school, though it should be in the CBR region. We do anticipate continuing to work closest with Western Carolina and Johnson & Wales.
  - Applicants can be planning to graduate in the following few months or have recently graduated, yet pursuing a career in hospitality.
  - An essay of no more than 1,000 words should accompany the application and address the following:
    - The applicant's goals and aspirations regarding his/her career in hospitality management, accounting or MIS.
    - What led him/her to choose this major?
    - Why is he/she more deserving of this scholarship than the other applicants?
  - The application should also be accompanied by three letters of reference from non-family members including at least one from a professor in the applicant's degree program.
  - We will not consider GPA or class load as was done with scholarships in years past.
- Each sponsorship recipient is required to prepare a brief written report to the Chapter Board after attending an event. This report should include the top three (3) things learned and how the recipient anticipates utilizing these as a hospitality student or professional. Reimbursement are conditional on receipt of this report.

### CHAE and CHTP Exams

- The sponsorship is available to cover CHAE and CHTP exam fees on a reimbursement basis upon verification of passing. Consideration may be given for covering the fees for a retake of the exam.
- The sponsorship will not cover the cost of study guides or review sessions.



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### **Member Sponsorship Application**

#### **Applicant Information**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*  
\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Are you a current HFTP Charlotte-Blue Ridge member? YES NO  
  If not, you are NOT eligible for this sponsorship.

If yes, provide your HFTP membership number: \_\_\_\_\_ Are you a student member? YES NO  
  If so, complete the student information section below. Also enclose required references.

#### **Student Information**

Current status:  Student  Recent graduate

College or university \_\_\_\_\_

Declared major(s):  Accounting  Technology  Hospitality

Additional studies or experience:  Hospitality minor  Hospitality concentration  Hospitality experience

Graduation date: \_\_\_\_\_

Comments \_\_\_\_\_

#### **Sponsorship**

Which sponsorship are you applying for? *Only specify one (1).*

HFTP Global conference (e.g. Annual Convention, HITEC). Specify here. \_\_\_\_\_

HFTP Mid-South Atlantic Regional Conference. \_\_\_\_\_

CHAE exam fees. When do you plan to take the exam? \_\_\_\_\_

CHTP exam fees. When do you plan to take the exam? \_\_\_\_\_



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**Disclaimer and Signature**

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to a sponsorship award, I understand that false or misleading information in my application or interview may result in a requirement to return funds to the Chapter. In addition, if I am awarded a sponsorship to attend a conference or event, I understand that I must provide a written report to the Chapter Board after attending, as detailed in the sponsorship information provided with this application.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return completed application to:

Rollin Groseclose  
HFTP CBR Sponsorship Committee Chair  
79 Woodfin Place, Suite 300  
Asheville, NC 28801

Or by email at [rolling@jpspa.com](mailto:rolling@jpspa.com)