

WV AHEC Rural Community Health Scholars

Yearly Checklist

PROGRAM YEAR ONE

- Submit IRS W-9 form, Student Stipend Payment form, and Yearly Scholars Requirement Submission Form
- Complete one 40 hour didactic module between Nov 1, 2019 – June 30, 2020
 - Complete all requirements as stated in the module
 - Turn in certificate of completion to Scholars Program Coordinator
- Complete 40 hour community based rural experience between Nov 1, 2019 – June 30, 2020 (clinical rotation, practicum, or other as defined by Scholars staff)
 - Complete all requirements for your experience
 - Turn in Community Based Experience Verification form to Scholars Program Coordinator
- Receive \$650 participation award after first year program requirements are complete

PROGRAM YEAR TWO

- Submit IRS W-9 form (ONLY if address or name has changed), Student Stipend Payment form, and Yearly Scholars Requirement Submission Form
- Complete one 40 hour didactic module (NOT the same module that you completed in year one) between Sept 1, 2020 – June 30, 2021
 - Complete all requirements as stated in the module
 - Turn in certificate of completion to Scholars Program Coordinator
- Complete 40 hour community based rural experience between Sept 1, 2020 – June 30, 2021 (clinical rotation, or other as defined by Scholars staff)
 - Complete all requirements for your experience
 - Turn in Community Based Experience Verification form to AHEC Scholars Program Coordinator
- Receive \$650 participation award after second year program requirements are complete (totaling \$1,300)

Questions? Email the Scholars Coordinator at RCH_Scholars@hsc.wvu.edu