

WONG KONG HAR TONG

EDUCATION AWARDS COMMITTEE

MISSION: To encourage WKHT members to advance their education to better serve our community. This award is different from a scholarship in that it is not based on financial need. Eligibility for an education award is based on the “Terms and Conditions for the WKHT Education Award Application.

COMMITTEE: A Chairperson will be selected by the President of WKHT. The Chairperson is a member of the Executive Board as a non-voting member. Members may volunteer or selected to serve on the committee.

PROCEDURES: There will be awards presented for the Spring and Fall Semesters. The procedures will be as follows:

1. Advertisement of applications will be by the WKHT Website, WKHT Newsletter and the announcements at the quarterly meetings.
2. Upon receipt of applications, the committee will meet and check that all requirements were complied with.
3. Meet with the Executive Board and submit the committee’s recommendations for approval.
4. Recipients will be notified and advised to attend the quarterly meeting.
5. Announcement of awards will be made by the President of WKHT at the quarterly meeting.
6. Thank you letters received from the recipients will be advertised in the WKHT newsletter.
7. Each recipient may submit applications while obtaining their degrees and/or certificates within a specified period, as follows:
 - a. Bachelor’s Degree – 5 years
 - b. Master’s Degree – 3 years
 - c. Doctorate’s Degree – 4 years
 - d. Certificate of Completion – 2 years
8. Folder for each recipient will be made and filed at the WKHT Office. These files will be retained for at least 6 years.