NHSC SCHOLARSHIP PROGRAM
APPLICATION CHECKLIST

HRSA NATIONAL HEALTH SERVICE CORPS

✓ **Step 1: Read the NHSC Scholarship Program Application & Program Guidance** to help you:
- Understand the NHSC program requirements.
- Determine your interest in applying for the NHSC Scholarship Program.

✓ **Step 2: Check Your Eligibility.** To be eligible, you must be:
- A U.S. citizen or U.S. national
- Accepted or enrolled, full time, in an eligible degree program at an accredited U.S. school in one of these primary care disciplines:
  - Medicine (MD or DO)
  - Dentistry (DDS or DMD)
  - Nurse practitioner (NP)
  - Certified nurse midwife (CNM)
  - Physician assistant (PA)

✓ **Step 3: Understand the Service Commitment.** NHSC Scholarship program participants agree to provide a one-year service commitment in an underserved community for each year of scholarship support received. There is a two-year minimum service commitment and participants can receive a maximum of four years of support.

✓ **Step 4: Access My BHW to Create an Account.** You will also need to set up and use Google Authenticator to log in.

Need assistance with resetting your password or other help? Contact the NHSC Customer Care Center, 1-800-221- 9393, (TTY: 1-877-897-9910), M-F, 8 a.m. to 8 p.m. ET, except federal holidays.

✓ **Step 5: Provide Letters of Recommendation.** You will need one (1) academic and one (1) non-academic letter of recommendation. Discuss your application with those submitting letters on your behalf.
- Make sure your recommenders understand the:
  - Purpose of the program
  - Accepted letter formats
  - Submission process
  - Application deadline
- Confirm receipt of the letters through your My BHW account.

✓ **Step 6: Gather Supporting Documents**
- All documents must:
  - Be legible and formatted as a PDF, DOC, or DOCX (Word document) file no larger than 5 MB.
  - Have a handwritten or digital signature when required with a signature block.

✓ **Step 7: Provide Required Documentation**
- Proof of U.S. citizenship
  - U.S. birth certificate
  - ID page of a U.S. passport
  - Certificate of Citizenship or Naturalization
- Authorization to Release Information*
- Acceptance Report/Verification of Good Standing*
- One essay (500 words or less)
- Transcript
- Current tuition and fees schedule

* These two documents should be on the NHSC Scholarship Program form.

✓ **Step 8: Provide Additional Supporting Documentation (if applicable)**
- Verification of Disadvantaged Background
- Statement Regarding Existing Service Obligation

Review the "Completing an Application" section of the NHSC Scholarship Program Application & Program Guidance for detailed information.

✓ **Step 9: Review Your Application.** Certify the completeness and accuracy of the responses and documentation you provide.

✓ **Step 10: Submit Your Application for Review by the Deadline.** You may edit your application and resubmit the application until the application closes on April 16.

*We will notify you about the final status of your application by **September 30, 2026**.*

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
HEALTH RESOURCES AND SERVICES ADMINISTRATION

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