

AACN Continuing Professional Development Application Requirements

Demographic Data

- Complete contact information
- AACN membership number and expiration date (Note: Your AACN membership must be current at the time of application and funding, and must remain current for the duration of your funded activity)

Proposed Learning Activity

- Title, dates, location and sponsor of learning activity
- Content description

Assessment of Gaps in Knowledge and Skills

Describe the gaps in your knowledge and skills. How will these gaps be addressed by participating in the proposed learning activity? Answer the questions: What don't you know? What do you want to know? (300 words)

Learning Plan Goal Statement and Vision

Describe your learning plan and your goals for addressing the gaps identified above and how the learning activity you are proposing will help you achieve your professional goals. In developing your learning plan, be as specific as possible when you are linking your proposed learning activity to the gaps in your knowledge and skills. (300 words). How will you use the knowledge gained and apply it to your area of nursing practice, your association with AACN, and/or nursing as a profession? Answer the questions: How do you plan to acquire the knowledge you lack? How will you apply the new knowledge to your practice?

Professional Activities

List organizational memberships, community activities, related presentations and other relevant professional activities that prepare you to take advantage of the learning experience you are proposing. Include all relevant information here, and do not reference your CV as reviews are blinded and reviewers will not see your CV. (300 words)

Funding Request

How much money will be required to participate in the activity you have proposed? Clearly state the fees and specific total dollar amount you are requesting and provide a detailed breakdown of expenses. Include the URL of the sponsoring organization for AACN's use in verifying fees.

Submitting Your Finished Application

Carefully follow the instructions provided. Incomplete or improperly submitted applications will not be processed.

Remember to upload a copy of your CV or resume (MS Word or .PDF file from). Include all pertinent information on your application. Your CV is for AACN's use only. Reviewers will not see your CV; they judge on the basis of applications only. Do not send other documents.

Questions?

Write to us at scholarships@aacn.org.