



Fuel the Future of O&P Scholarship

2025 Program Manual

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We are committed to the continual pursuit of sustainable growth for the professionals who drive value in OP&P rehabilitation. Through thoughtful and innovative funding programs, we seek to drive meaningful change and improvements in OP&P patient care.

OF OP&P, **FOR** OP&P, **WITH** OP&P - improving patient care **TOGETHER**

We are excited to have you apply and look forward to learning more about your journey!

This manual is designed to guide you through the application process, ensure your application is complete, and help you understand what to expect at each step. Our mission is to support individuals in achieving their educational and career goals. .

1. Overview of the Scholarship Program

The O&P Foundation offers five competitive \$20,000 O&P Fuel the Future scholarships to high achieving orthotics and prosthetics clinician students enrolled in an accredited O&P Masters degree program in the United States.

2. Eligibility Requirements

Applicants must:

- Be enrolled as a full time student for at least one semester in a Commission on Accreditation of Allied Health Education Programs (CAAHEP) accredited O&P Masters degree program.
- Be a US citizen or legal permanent resident.

3. Application Process

1) Prepare your materials

a) **Author** a (up tp 500 words) personal statement

- Describe how your presence in the profession will positively impact O&P care

b) **Obtain** one letter of recommendation

- From a faculty member of the program in which you are enrolled
- The letter of recommendation should indicate why you are a strong candidate for this scholarship.

c) **Prepare** a resume

- Include your educational, professional and volunteer experiences as well as awards and honors.
- [Tips for Creating a Scholarship Application Video.pdf](#)

d) **Prepare** a video (2-3 min.)

- Highlight any education, work experience, volunteer activities, and awards that demonstrate your potential for impact in the O&P profession.
- Showcase any leadership, innovation, and/or vision you may have for your professional trajectory in O&P.
- [Tips for Scholarship Application Resume Writing.pdf](#)

e) **Obtain** an official or unofficial transcript* (that includes the current academic semester) from your institution

**GPA is considered in the scoring of applicants*

- Official transcripts are not required; however, unofficial transcripts must be signed by the Program Director or Faculty Advisor.
- Transcripts must include cumulative O&P Program GPA.

2) Submit Your Application:

- Complete the online application form in the online O&P Foundation portal.
- Upload all required documents.
- Request the *Letter of Recommendation* directly through the portal and notify your recommender.
- Double-check your application for completeness.

3) Confirmation:

- You will receive an email confirmation from the portal once your application has been successfully submitted.

4. **Tips for a Strong Application**

- **Start Early:** Give yourself plenty of time to gather materials, write your personal statement, and give plenty of lead time with your requests for letters of recommendation.
- **Be Authentic:** Share your unique story, challenges, and aspirations.
- **Proofread:** Ensure your application is free from errors and clearly written.

- **Follow Instructions:** Submit all required documents, adhere to word limits and pay attention to deadline dates and times.

5. Key Deadlines

- Application opens: August 25th, 2025
- Application deadline: September 22nd, 2025
- Notification of selection: By November 1st, 2025
- Award disbursement: Within 14 days of the scholarship notification

6. Selection Process

Applications will be reviewed by a committee of educators and clinical experts appointed by The O&P Foundation's Education Committee.

1. Initial Review:

- Applications are screened for completeness and eligibility.

2. Evaluation:

- The O&P Foundation Education Committee reviewers evaluate applications based on the requirements outlined in this manual.
- Applications with a weighted total score > than a 75% will be considered for award.

3. Final Decision:

- All applicants will be notified of the final decisions through the application portal.
- Selected recipients will also be notified by email directly with an Award Letter, instructions for payment of scholarship funds, and details for the public announcement.

7. Scholarship Funding & Details

- Scholarship funds are awarded directly to you and not to your school/institution.
- Recipients should consult with their tax advisor to determine whether their scholarship is considered taxable income.

a) Tax-free Award

Scholarship funds are tax-free if you meet the following conditions:

- You are a candidate for a degree at an educational institution that maintains a regular faculty and curriculum and normally has a regularly enrolled body of students in attendance at the place where it carries on its educational activities; and
- The funds are *used to pay for tuition and fees required for enrollment or attendance at the educational institution, or for fees, books, supplies, and equipment required for courses at the educational institution.*

b) Taxable Income

Report scholarship funds with your gross income if:

- Scholarship funds are used for incidental expenses, such as room and board, travel, and optional equipment.

8. Public Announcement

- Scholarship recipients will be publicly recognized on the O&P Foundation's website, social media, and in a press release.
- Recipients are required to sign a media release form, submit a high resolution headshot, a brief bio, and a quote to be included in these announcements.
- Publicity efforts are intended to celebrate the achievements of recipients and promote the scholarship program.

9. Communication and Contact Information

- When creating an application in the portal, please use your personal email, do **NOT** use an academic email. Academic emails expire upon graduation and we want to stay in touch with you!
- You will be registering with our payment servicer, Bill.com to select your payment preferences.
- For any questions or assistance, please email us at info@oandpfoundation.org
- With any assistance or support inquiries during the application period, please allow 48 to receive a response or for the issue to be resolved.

10. Frequently Asked Questions

- How do I know if my application was received?

You will receive a confirmation email upon submission.

- How do I find out my application status?

You can log in anytime to the application portal or to track progress of your application.

- Can I submit my application late?

No, late applications will not be accepted.

- What if I don't get a letter of recommendation submitted in time?

No late submissions of any kind will be accepted, please make your requests early in the applictaion process and follow up on your requests!

- Can I apply for scholarships more than once?

Yes, you can!

- What if I am not getting emails from the portal?

Check your spam or junk folder, please adjust setting so that you can receive portal emails, for more info, see our [portal faq's](#).

- What if I don't get a letter of recommendation submitted in time?

Your application will still be reviewed but will be scored according to the submission materials missing

We wish you the best of luck with your application and look forward to supporting your educational journey in O&P!