



IREM Foundation Scholarship FAQ  
November 2024

### **Scholarship applicant**

Q: How many courses can I take with an IREM Foundation scholarship?

A: An IREM Foundation scholarship may provide up to three (3) credits to use towards IREM certification courses and exams. One (1) course uses one (1) credit. Courses, Exams, and Tracks all vary in credit requirements, not to exceed 3 credits required.

Q: How many credits are required for the ARM Track?

A: Three (3) credits are required for the ARM Track.

Q: How many credits are required for the CPM Capstone Track?

A: Two (2) credits are required for the CPM Capstone track.

Q: How many times can I apply?

A: Applicants may apply for up to three (3) credits in a (1) year period. Recipients may apply for another scholarship once any current scholarship funding is exhausted or expired, if they meet the criteria, and have not failed or failed to register for an earlier scholarship course.

Q: Do I have to be an IREM member to receive an IREM Foundation scholarship?

A: To receive a scholarship, the applicant must be either an IREM member in good standing with IREM dues paid in full, or an employee of an AMO firm. View the [AMO Directory here](#) to confirm if your company is an AMO.

Q: When will my application be awarded?

A: Allow up to 10 business days after receipt of your application for your application to be reviewed. After review, you will receive an email with next steps.

### **Scholarship recipient**

Q: How do I register for my course(s) and/or exam?

A: The unique registration link will be included in your scholarship confirmation email. You must log-in through this unique link for scholarship funds to be applied. After log-in, you will see your scholarship, scholarship deadline, and credits available. The amount covered by the scholarship on the member tuition rate will be auto applied to the order in checkout Please contact [foundation@irem.org](mailto:foundation@irem.org) if you encounter any issues with registration.

Q: Is payment required at the time of registration?

A: Yes, credit card payment will be required at the time of registration for the remaining balance.

Q: When registering for my courses, am I able to select a date in the future?

A: Yes, course dates are based on IREM's course schedule and subject to availability based on course enrollment. All dates available will be listed in the course description online.

Q: Does the scholarship cover 100% of the courses I select?



A: No, the scholarship covers 25%, 50% or 75% of the member tuition rate for the certification courses selected. The amount of scholarship is based on applicant's self-identified need. Balance is the responsibility of the awardee.

Q: Will my scholarship expire?

A: Yes, the scholarship expires one month (30 days) from the date the scholarship is awarded. The expiration date is included in the scholarship confirmation email.

Q: What happens if I do not use my scholarship?

A: Recipients who do not register for courses before their scholarship expires will not be eligible to receive another scholarship until one year from the date the previous scholarship was awarded. Exceptions may be made when a serious medical, or immediate personal/professional/family impediment can be verified. Please contact the [foundation@irem.org](mailto:foundation@irem.org) in advance of your scholarship expiration, if you would like to have us nullify your awarded scholarship.

Q: What happens if I do not complete or fail my course(s)?

A: Recipients who do not complete a course, or do not provide notification to IREM of course cancellation in line with IREM's cancellation policy, or who fail the course(s) or exam(s) funded by a scholarship will not be eligible to receive another scholarship until one year from the date the previous scholarship was awarded, except when a serious medical, or immediate personal/professional/family impediment can be verified.

Q: Am I able to transfer my scholarship to my membership dues?

A: No, the IREM Foundation scholarship can only be applied to IREM certification courses using the link provided in the scholarship award notification email.

Q: If I do not use all of my credits, can I save them for a later date?

A: No, if all the credits awarded are not used, they will expire. It is recommended to only apply for as many credits you know you are currently ready to use.

Q: How can I re-register for my exam that has expired?

A: Recipients who fail to register for an exam funded by a scholarship shall not be eligible to receive another scholarship until one year from the date the previous scholarship was awarded, except when a serious medical, or immediate personal/professional/family impediment can be verified. A new exam can be purchased at <https://www.irem.org/courses>.