



James C. Hickman Scholar Doctoral Stipend Program Application 2024-2025 Academic Year

Application Deadline: March 1, 2024, at 11:59 p.m. Central Time
Stipend will be paid in two installments: August 15, 2024 & December 16, 2024

Note: All required documentation must be submitted in English in the formats requested and as described in Box 7. Additional details about each document type is included throughout the application and continued on page 3. The applicant is responsible for coordinating third-party submitted materials. All materials must be received by the SOA by the application deadline.

Box 1: Contact Information

1a. Last Name/Family Name	1b. First Name	1c. Middle Name	
1d. Street or P.O. Box		1e. Date of Birth (mm/dd/yyyy)	
1f. City	1g. State/Province	1h. Zip/Postal Code	1i. Country
1j. Phone Number		1k. Email Address	

Box 2: Doctoral Program Enrollment/Educational Institution

2a. Are you currently enrolled as a full-time doctoral student in a qualifying doctoral program?
(Circle one) Yes No

If yes, complete the information requested in Boxes 2c-2g. If no, proceed to Box 2b.

2b. If **NOT** yet enrolled in a doctoral program, please provide the names of the universities/programs to which you applied and the intended field of study in each university/program. (Use an additional page, if needed.)

2c. In what type of program are you enrolled? (e.g., Actuarial Science, Business, Financial Economics, Risk Management)

2d. Name of University (include city and state/province)	2e. Program start date	2f. Estimated completion date of program
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2g. Program Supervisor/Director – Contact information:

Name	Title	Email	Phone
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Required documentation-Statement of Progress: Arrange for your PhD Program Supervisor/Director to provide a statement attesting to progress in your doctoral program to date. The Statement of Progress must be submitted directly by this university official via the Hickman Scholars Third-Party Submission Form at <https://wkf.ms/3teWbyw> or as a PDF attachment to hickmanscholars@soa.org.

Required documentation-Undergraduate and Graduate Transcripts: Arrange electronic copies of your official undergraduate and graduate transcripts. Scanned copies of transcripts are accepted. Electronically downloaded transcripts must be free of any password/security restrictions prior to including in your submission to the SOA.

When requesting international transcripts, please ask for an English version if you have that option. Any international transcripts submitted in the original language (not English) must be accompanied by an official English translation. Translations must be literal, complete versions of the originals and must be translated by a university official such as a representative of the transcript, records or similar department, government official, qualified translation service, or accompanied by an affidavit. You may not complete your own translation.

Box 3: Verification of Enrollment

Required documentation-Verification of Enrollment: Prior to disbursement of any stipend, an appropriate university official must provide a signed letter on university stationery, with the official's title, verifying your enrollment in the doctoral program. Applicants may apply for this stipend at the same time they are applying for a doctoral program; if selected, these applicants will be awarded the stipend conditional upon enrollment in a qualifying doctoral program.

Box 4: Actuarial Credential/Progress on Exams

4a. Please name all actuarial credentials you currently hold. **All applicants must have at least two actuarial exams passed.** If NOT yet a credentialed Fellow, please list the exam(s) you have passed with any of the following organizations: AI, CAS, CIA, IFoA, and SOA in Box 4b. Exams attempted, but not yet passed may also be listed (scores optional) in Box 4c. Those who have attained Associateship need not list Associate-level exams. **Stipend recipients are expected to pursue a Fellowship credential, if not already attained.**



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4b. Exams Passed		4c. Exams Attempted (not yet passed)		
Exam	Organization	Exam	Organization	Score
Exam	Organization	Exam	Organization	Score
Exam	Organization	Exam	Organization	Score

Required documentation-Actuarial Exam Transcripts: Transcripts for exams passed with organizations other than the SOA must be provided.

Box 5: Statement of Interest

Required documentation-Statement of Interest: A Statement of Interest for your doctoral program that includes your goals regarding teaching, research, plans for future exam progress, and contributions to the actuarial profession. (Maximum length: 3 pages, excluding reference page(s). All margins should be set to 0.75 inches with font size no smaller than 11 pt.)

Box 6: Career Plans

6a. Do you intend to pursue an academic actuarial career?

(Circle one) Yes No Uncertain

6b. Please indicate your career plans after completing your PhD (Use an additional page, if needed.):

Required documentation – Résumé/CV: Include all actuarial-related work history and education.

Box 7: Documentation

This completed application with all required documentation listed below must be submitted in the formats requested by the application deadline **March 1, 2024, at 11:59 p.m. Central Time**

To be submitted by applicant:

The following documents must be collated in one bookmarked PDF file and sent to hickmanscholars@soa.org. The materials in your submission should be in English and bookmarked in this order. (If not yet enrolled in a doctoral program provide as much of the following as possible.):

- Application Form (including any additional pages)
- Statement of Interest – Statement of interest for doctoral program
- Résumé/CV
- Undergraduate Transcripts – Transcripts of grades for all undergraduate courses completed
- Graduate Transcripts – Transcripts of grades for all graduate courses completed
- Verification of Enrollment – Letter from university official verifying enrollment in a doctoral program
- Actuarial Exam Transcripts – Transcripts for actuarial exams passed with organizations other than the SOA
- List of Third-Party Document Submitters – Names of individuals who will be submitting your Statement of Progress and Reference Letters as described below

To be submitted by third parties:

The following documents must be submitted by the letter writer via the Hickman Scholars Third-Party Submission Form at <https://wkf.ms/3teWbyw> or as a PDF attachment to hickmanscholars@soa.org. All documents must be submitted in English:

- Statement of Progress – Statement from Program Supervisor/ Director attesting to progress in doctoral program
- Reference Letters (3 recommended) – Applicants are encouraged to provide a reference from a credentialed actuary.

I represent that, to the best of my knowledge and belief, the information provided in this application is true, complete and accurate, and I understand that falsification of any information may lead to disciplinary action and/or loss of stipend.

APPLICANT'S SIGNATURE:

DATE:

Questions regarding this application process should be directed to:

Hickman Scholar Support Staff
hickmanscholars@soa.org



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SOA DOCTORAL STIPEND PROGRAM – PURPOSE

The SOA James C. Hickman Scholar Doctoral Stipend Program was established to increase the number of academic actuaries who hold a PhD and an actuarial designation, and who intend to pursue academic careers. The program is designed to provide stipends to doctoral students who will through their studies address research and education needs of the profession, including both the theoretical and practical aspects.

The Hickman Scholars Program is open to all candidates looking to pursue an academic career, including international candidates.

APPLICATION SUBMISSION AND DEADLINE

Read and complete in full the information requested in this application and submit along with all other requested documentation by application deadline. See Box 7 for more information. Materials to be submitted by the applicant should be in English and collated into one single PDF bookmarked in the order provided. Materials to be submitted by third-parties must be submitted by the letter writer via the Hickman Scholars Third-Party Submission Form at <https://wkf.ms/3teWbyw> or as a PDF attachment to hickmanscholars@soa.org. All documents must be submitted in English.

The application deadline for all materials is March 1, 2024, at 11:59 p.m. Central Time. Stipend recipients will be announced April 30, 2024. Recipients must notify the SOA of acceptance of the stipend by May 15, 2024.

AMOUNT OF STIPEND

Each stipend is an amount up to \$20,000 USD per academic year (stipend amount may vary by country), renewable up to two times upon evidence of satisfactory progress on both the doctorate and actuarial credential, continuing satisfaction of any other doctoral stipend criteria set forth by the SOA, and the availability of adequate funding. The stipend may be used at the discretion of the doctoral student for expenses that will aid in the completion of the PhD and the actuarial credential if not yet attained. Applicants should be aware that stipend funds are provided for qualified expenses (tuition, books, fees, study aids, and other similar study- or course-related expenses). Qualified expenses do not include room and board. Stipend funds generally, or any portion not used for qualified expenses, may be taxable, depending on applicable tax requirements in the jurisdiction. Tax treatment varies by locality and country, and this is not intended as tax advice. Please consult your tax advisor if you have any questions.

Renewal of a SOA James C. Hickman Scholar Doctoral Stipend is not guaranteed.

Stipends are awarded at the sole discretion of the SOA and all decisions are final. Failure to meet eligibility requirements on a continuing basis may subject recipients to loss of stipend.

Additional Information for Completing Application

Please **PRINT** or **TYPE** all information on application form. Use additional pages as needed.

Box 1: CONTACT INFORMATION

- Indicate your full legal name, complete mailing address, telephone number, and e-mail address.
- Indicate your date of birth (using mm-dd-yyyy format).

Box 2: DOCTORAL PROGRAM ENROLLMENT/EDUCATIONAL INSTITUTION

Confirm whether or not you are currently enrolled in a qualifying doctoral program.

- Current doctoral students and students entering or in the first year of a doctoral program may apply.
- A qualifying doctoral program is one in actuarial science, or a field related to actuarial science (e.g., business, demography, economics, financial economics, insurance, mathematics, risk management or statistics).
- Applicants may apply at the same time they are applying for a doctoral program; if selected these applicants will be awarded the stipend conditional upon enrollment in a qualifying doctoral program.

Box 3: VERIFICATION OF ENROLLMENT

- Prior to disbursement of any stipend, an appropriate university official must provide a signed letter on university stationery, with the official's title, verifying your enrollment in the doctoral program.



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Additional Information for Completing Application (cont'd)

Box 4: ACTUARIAL CREDENTIAL/PROGRESS ON EXAMS

- Confirm whether or not you currently hold a Fellowship-level actuarial credential or are pursuing Associateship or Fellowship membership of an accrediting actuarial organization (i.e., AI, CAS, CIA, IFoA, SOA).
- Applicants who are already Associate members (including those awarded the CERA designation) will be expected to pursue a Fellowship credential.
- All applicants must have at least two actuarial exams passed.

Box 5: STATEMENT OF INTEREST

- Attach a Statement of Interest. This may be the same statement submitted for the doctoral program, but additional language should be added for this application to clearly explain your goals regarding teaching, research, and contributions to the actuarial profession.
- A goal of the program is to provide stipends to those individuals who will address research and education needs of the profession, including both the theoretical and practical aspects. Statements of Interest will be evaluated to determine level of commitment to the profession.
- Maximum length: 3 pages, excluding reference page(s). All margins should be set to 0.75 inches with font size no smaller than 11 pt.

Box 6: CAREER PLANS

- Complete the questions in this section regarding your future career plans and previous work history.

Box 7: DOCUMENTATION

- Review the bulleted items in this section of the application to ensure that you submit all the necessary documentation. Materials to be submitted by the applicant should be in English and collated into one single PDF bookmarked in the order provided. Materials to be submitted by third-parties must be submitted by the letter writer via the Hickman Scholars Third-Party Submission Form at <https://wkf.ms/3teWbyw> or as a PDF attachment to hickmanscholars@soa.org. All documents must be submitted in English.

Updated December 15, 2023