educationmatters
Calgary's | trust | for public education

Name of Applicant: _____

2017 GENERAL APPLICATION # 2 – MAY 30 DEADLINE

IMPORTANT

Please read the terms of reference for each of these awards carefully.

If you wish to apply for any of these awards, complete this application form and submit to your Scholarship Coordinator by **May 30, 2017**.

All applications for these awards must be received at EducationMatters by June 9, 2017.

DO NOT INCLUDE APPLICATIONS FOR ANY AWARDS NOT LISTED ON THIS FORM.

Please use 2017 General Application Form #1 – May 1 Deadline for the remaining EducationMatters Awards

Please check off the award(s) you are applying for and ensure all applicable sections and requested documents are included. Sections I and VI must be completed by all applicants. Complete Sections II, III, IV & V *ONLY* where required as specified by the award Terms of Reference.
NOTE: Plagiarism will not be allowed where essays are required.

Award	Eligible Schools/ School Districts	Sections required	Applied for?
Arrata Family Award for New Canadians *(essay required – see Terms of Reference)*	CBE	I, IV, V, VI	☐
Benjamin (Ben) Albert Award *(essay required – see Terms of Reference)*	CBE	I, IV, V, VI	☐
Bree Eriksen Memorial Award *(essay, video submission & one reference letter required – see Terms of Reference)*	CBE, CCSD	I, IV, VI	☐
Bruce Leitl Composition *Award* *(essay or original musical composition – see Terms of Reference)*	CBE, CCSD	I, IV, VI	☐
Calgary Flames Foundation Community Involvement Scholarship *(essay & letter of reference required - see Terms of Reference)*	CBE, CCSD	I, II, III, IV, VI	☐
CBE Staff Association Scholarship Award *(essay & three letters of reference required – see Terms of Reference)*	CBE, CCSD, Charter	**SEE SEPARATE APPLICATION**	_____
City of Calgary Degree-Granting Scholarship *(for study at Calgary degree granting institution - see Terms of Reference)*	CBE	I, V, VI	☐
City of Calgary Post-Secondary Scholarship *(for diploma/certificate programs only - see Terms of Reference)*	CBE	I, V, VI	☐
ConocoPhillips Canada Award *(two letters of reference required – see Terms of Reference)*	CBE, CCSD	I,IV,VI	☐
Doris Donald Memorial Bursary in Fine Arts *(essay or creative work required - see Terms of Reference)*	CBE	I, IV, V VI	☐
Dustin Peers Memorial Visual Arts Award *(portfolio and essay required – see Terms of Reference)*	CBE, CCSD	**SEE SEPARATE APPLICATION**	_____

Award	Eligible Schools/ School Districts	Sections required	Applied for?
Edith Berger Memorial Bursary *(essay required - see Terms of Reference)*	CBE, CCSD	I, IV, VI	☐
EducationMatters Future Leaders Award *(essay & one letter of reference required - see Terms of Reference)*	CBE	I, II, III, IV, VI	☐
EducationMatters Career Pathways Student Award *(CTS, K&E, WE or RAP credits must be calculated - see Terms of Reference)*	CBE	I, V (written statement of financial need only) & VI	☐
ENMAX Scholarship *(two letters of reference required - see Terms of Reference)*	CBE, CCSD	**SEE SEPARATE APPLICATION**	_____
Fogolâr Furlan di Calgary Italian Award *(essay required - see Terms of Reference)*	CBE, CCSD	I, IV, VI	☐
Hal Winlaw Health & Nutrition Legacy Award *(essay required - see Terms of Reference)*	CBE	I, IV, VI	☐
Haworth & HBI Architecture/Interior Design Scholarship *(essay & one letter of reference required - see Terms of Reference)*	CBE	I , IV, VI	☐
Inspiring Immigrant Award *(story & one letter of reference required - see Terms of Reference)*	CBE	I, IV, V, VI	☐
Ivy & Len Freeston Award (*essay required - see Terms of Reference)*	CBE, CCSD	I, II, III, IV, VI	☐
Julie Ann Stevenson Humanitarian Award *(essay & two letters of reference required - see Terms of Reference)*	CBE, CCSD	I, II, III, IV, VI	☐
Kids Come First Bursary *(financial need - see Terms of Reference)*	CBE (1), CCSD (1)	I, V, VI	☐
Marjorie Taylor Memorial Scholarship *(essay required - see Terms of Reference)*	CBE, CCSD	I, II, III, IV, VI	☐
Pamela Jane Hardy Memorial Award *(essay & one letter of reference required - see Terms of Reference)*	CBE	I, IV, V, VI	☐
RBC Scholarship *(essay required - see Terms of Reference)*	CBE	I, IV, VI	☐
Singleton Family Endowment Fund Bursary *(essay & two letters of reference required - see Terms of Reference)*	CBE	All sections	☐
Skipping Stone Foundation Transgender Community Award *(one essay & two letters of reference required)*	CBE, CCSD	I,II,III, IV, VI	☐
Southland Transportation Integrity Scholarship *(one letter of reference required - see Terms of Reference)*	CBE	I,IV,VI	☐
Southland Transportation Scholarship *(one letter of reference required - see Terms of Reference)*	CBE	I, IV, VI	☐
Tenaris Merit Awards *(Two letters of reference required - see Terms of Reference)*	CBE, CCSD	I, II, III, IV, VI	☐
William Keir MacGougan Memorial Bursay (Males only)	CBE, CCSD	I, II, III, V, VI	☐

GENERAL APPLICATION FOR AWARDS
INSTRUCTIONS

The 2017 General Application allows you to complete most fields on your computer. If you wish to handwrite the document, please do so **clearly in black ink.**

DO NOT SUBMIT YOUR APPLICATION ELECTRONICALLY. Once completed, it must be printed, reviewed with your counsellor and submitted in hard copy through your school. **DO NOT PRINT YOUR APPLICATION DOUBLE-SIDED**.

This application will be used to select recipients for student awards administered by EducationMatters.

Listing of 2017 Awards

Pages 1 and 2 list the system-wide awards being offered by EducationMatters in the **May 30, 2017 deadline** round. Once you have reviewed the Terms of Reference for each award, please check off each award that you are applying for.

The application has **six additional** sections:

- **Section I** asks you to provide basic personal and educational information.
- **Section II** asks you to provide information about school activities. It is only required for those awards that have **school activities** as a criteria for eligibility.
- **Section III** asks you to provide information about **community and volunteer** activities. It is only required for those awards that have community, leadership or volunteer activities as a criteria for eligibility.
- **Section IV** is to be completed for awards that require a personal statement, written essay or references. **Essays must not exceed the specified word count. Ensure your name and CBE/CSSD ID number is on each essay.**
- **Section V** asks you to provide financial information and is ***only*** required for awards that have **financial need** as a criteria for eligibility. **Please read this page carefully**; 2016 Notice of Income Tax Assessments must accompany your application if you are applying based on financial need. You must also include a written statement outlining your need for financial assistance and circumstances impacting your family's financial situation.
- **Section VI** contains the High School Counselor endorsement; once your application is complete, please review with your counselor and have them complete the applicable fields. ***This section also requires signatures from both the applicant AND their parent/guardian.***

A complete General Application for Awards must include the following:

1. Completed and signed copy of the application;
2. Your most current high school transcript;
3. List of all other awards, bursaries and/or scholarships that you hold or for which you have applied;
4. A comprehensive written essay, where specified in the Terms of Reference;
5. Reference letters with the referee(s)' original signature, where specified in the Terms of Reference;
6. Additional statements, documents or supplementary material required by the Terms of Reference;
7. 2016 Notice of Income Tax Assessment(s) as well as a written financial statement (for awards where financial need is a requirement).

Please complete the checklist on Page 10, and include with your application form.

Note: With the exception of awards that require a separate application, please submit only 1 (one) general application for all of the awards that you are applying for.

SECTION I – PERSONAL & EDUCATIONAL INFORMATION – REQUIRED FOR ALL AWARDS

INFORMATION PROFILE

Last Name: Previous Last Name:	First Name:	Middle Name:

Current Home Address:	Permanent Mailing Address *(if different from current address)*

City:	Province:	Postal Code:	Canadian Social Insurance Number

Residence Telephone:	Cell Phone:	Alberta Learning ID #:

Date of Birth (mm/dd/yyyy)	Male ☐ Female ☐	E-Mail Address:

Citizenship status:	Canadian Citizen ☐ Refugee ☐ Permanent Resident ☐ Attending on a Study Permit ☐	Date of Arrival in Canada:

EDUCATIONAL INFORMATION

Current High School or Program:	Number of high school credits by end of this year:

HIGH SCHOOLS ATTENDED:

	School Name	City/Province	Date completed
Grade 10			
Grade 11			
Grade 12			
Grade 12 Returning			

LIST OTHER AWARDS APPLIED FOR, RECEIVED, OR WILL BE RECEIVING AND THEIR VALUE, EXCLUDING THOSE AWARDS YOU ARE APPLYING FOR IN THIS APPLICATION:

AWARD NAME	VALUE	RECIPIENT?
_____	_____	Yes ☐ No ☐ Unsure ☐
_____	_____	Yes ☐ No ☐ Unsure ☐
_____	_____	Yes ☐ No ☐ Unsure ☐
_____	_____	Yes ☐ No ☐ Unsure ☐
_____	_____	Yes ☐ No ☐ Unsure ☐

List all Honors, Advanced Placement, International Baccalaureate, and any other enrichment courses taken during high school:

What post-secondary institution do you plan to attend? Have you been conditionally accepted? Y ☐ N ☐

What type of degree / certificate / apprenticeship will you earn upon graduation?	Program / Major:
Length of Program:	

SECTION II - SCHOOL ACTIVITIES

Complete this section **ONLY** if you are applying for awards that have School Activities as criteria.

NOTE All community and volunteer activities organized **through your school** should be listed ***here*** and not in Section III.

Name:	CBE/CSSD ID:			
Indicate all that apply: Sports Community Volunteer School Volunteer School Clubs Student Council				
List below, all school activities that you participated in during each grade, including the capacity in which you were involved. Include any leadership positions you held and achievements you have made in areas such as citizenship, sports, the arts, music groups, clubs, teams, etc. Attach a separate sheet if necessary.	Contact name/phone # or email (for verification purposes)	Total # of hours	Dates Applicable (mo/yr - mo/yr)	School credit received? (Yes/No)
Grade 10				
1)_____	_____	_____	_____	_____
2)_____	_____	_____	_____	_____
3)_____	_____	_____	_____	_____
4)_____	_____	_____	_____	_____
Grade 11				
1)_____	_____	_____	_____	_____
2)_____	_____	_____	_____	_____
3)_____	_____	_____	_____	_____
4)_____	_____	_____	_____	_____
Grade 12				
1)_____	_____	_____	_____	_____
2)_____	_____	_____	_____	_____
3)_____	_____	_____	_____	_____
4)_____	_____	_____	_____	_____

	Grade 10	**Grade 11**	**Grade 12**
Total Hours/Commitment			

SECTION III - COMMUNITY AND VOLUNTEER ACTIVITIES

Complete this section **ONLY** if you are applying for awards that have Community and Volunteer Activities as criteria.

NOTE All community and volunteer activities organized **through your school** should be listed in **Section II** and *not* here in Section III.

Name:	CBE/CSSD ID:			
List below all community and volunteer activities that you participated in during each grade, including the capacity in which you were involved. Include any leadership positions you held and achievements you have made in areas such as citizenship, sports, the arts, etc. Attach separate sheets if necessary. Note that paid employment will not be considered.	Contact name/phone # or email (for verification purposes)	Total # of hours	Dates Applicable (mo/yr - mo/yr)	School credit received? (Yes/No)
Grade 10				
1)_____	_____	_____	_____	_____
2)_____	_____	_____	_____	_____
3)_____	_____	_____	_____	_____
4)_____	_____	_____	_____	_____
Grade 11				
1)_____	_____	_____	_____	_____
2)_____	_____	_____	_____	_____
3)_____	_____	_____	_____	_____
4)_____	_____	_____	_____	_____
Grade 12				
1)_____	_____	_____	_____	_____
2)_____	_____	_____	_____	_____
3)_____	_____	_____	_____	_____
4)_____	_____	_____	_____	_____

	Grade 10	**Grade 11**	**Grade 12**
Total Hours/Commitment			

SECTION IV –WRITTEN ESSAY / REFERENCES

Name:	CBE/CSSD ID:

WRITTEN ESSAY:

- Use a separate sheet to write your essay as set out in the Terms of Reference for each award.
- Include **your name**, **student identification number** and **the name of award** at the top of the essay.
- If you are applying for **more than one award** that requires a written essay, attach **a separate** essay for each award with **your name, identification number** and **the name of the award** at the top of each page.
- **You must include a word count** at the bottom of the page **for each essay.** Essays that exceed the **maximum length of 500 words** *(unless otherwise specified in the Terms of Reference)* may be disqualified**.**
- In essays on particular topics, support your findings with primary research, documenting your sources (e.g. web sites, books).
- Your essay will be judged on the following criteria *(unless otherwise specified in the Terms of Reference):*
  - Organization
  - Ideas and content
  - Clarity of expression
- All essays must be original and written by the applicant. **Plagiarism will disqualify the application.**

REFERENCE LETTERS:

Complete this section for those awards where the Terms of Reference require a letter or letters of reference. ***Letter(s) must be typed, signed, printed on official letterhead (where possible) and must not exceed one page. Letters should also refer to the name of the award(s) for which the referee is writing the letter.*** *If you are using more than two references, simply complete and attach an extra copy (or copies) of this page.*

Name of Referee #1 (Please Print/Type):	*E-mail address:*
Position:	*School or Organization:*
Address:	*Telephone:*

Name of Referee #2 (Please Print/Type):	*E-mail address:*
Position:	*School or Organization:*
Address:	*Telephone:*

SECTION V – FINANCIAL INFORMATION / Complete Section V ONLY if applying for awards that have Financial Need as criteria.

PLEASE ATTACH INCOME TAX *NOTICE OF ASSESSMENTS* FOR EACH PARENT/GUARDIAN AND STUDENT

Independent Student Status: At the time of application, are you living away from the family home and/or independently responsible for all of your financial & maintenance requirements?

Yes ☐ Please provide your individual financial information below) No ☐ (Please provide income information for **"household"** as described below).

Statement of Independent or Household Financial Condition as of December 31, 2016

- *The following information is to be completed in full. If an area does not apply to your household situation please enter **$0.00** in that column.*
- *Definition of "household" includes parent(s), step-parent(s), legal guardian(s) and the applying student. All Income and Asset amounts for the "household" must include figures for all individuals within the "household".*
- *Copies of all Canada Revenue Agency's **Notice of Income Tax Assessments (or other supporting financial documentation)** must be provided for each of the required reporting years for each individual included in the "household" definition above. **Tax information for siblings is not required**. **Failure to provide these documents may result in disqualification.***
- *Supporting documentation for other financial information stated is not required at this time, but may be requested at a future date for verification.*

Total Annual Income for "household" (sum of ALL individuals as specified above)

You must provide 2016 Tax Year information	**2016 Tax Year**
Employment Income (Gross Taxable income, line 150 on tax return)	
Property Rental Income	
Business Income	
Professional Income	
Pensions Income	
Income from All Other Sources (unemployment insurance, child support, etc.)	
Total Annual Combined Income for "household"	**$**

ASSETS (Resources OWNED by "household") - (sum of ALL individuals as specified above	**TOTALS**
Investments (Stocks, bonds, mutual funds, retirement savings plans, trust units, etc.)	
Business Interests	
Equity Held In Real Estate (Home, vacation property, rental property, etc.)	
Savings	
Other	
Total Assets	**$**

Does the student have any trust funds, registered education savings plans, other confirmed scholarships or grants, or any other amounts of money that have been pledged for the purposes of funding his/her education? Yes ☐ No ☐

If yes, what is the total amount of such additional funding? _____

# of dependants under the age of 18: _____ # of dependants over the age of 18 (please describe in detailed statement): _____

Do you live in a single income household? Yes ☐ No ☐ Do you live in a single parent family? Yes ☐ No ☐

Are you (the applicant) currently engaged in part-time employment **OR** have you previously been engaged in part-time or summer employment in the last year? Yes ☐ No ☐

Employer: _____ Hours/week: _____ Gross Earnings (Annual): _____

Are you currently on a school fee waiver? Yes ☐ No ☐

REQUIRED Please attach a separate page outlining your need for financial assistance, noting circumstances such as (but not limited to)

- Living arrangements (personal & family)
- Reasons for choosing your selected University/Post-Secondary institution & its location
- Any other extenuating financial circumstances such as medical situations, unemployment etc.
- Please also describe any additional financial support you and/or your family are receiving (particularly if declared household income is less than $20,000/year).

SECTION VI – SIGNATURE / ENDORSEMENTS

HIGH SCHOOL COUNSELOR (OFFICIAL) ENDORSEMENT

To the best of my knowledge and belief, I hereby verify that the information submitted in this application is correct, and the applicant meets the eligibility requirements as outlined in the award Terms of Reference. I have used the standard criteria for Avg. Grade calculation as posted on EducationMatters' website.

IF THIS STUDENT HAS INDICATED THAT THEY ARE AN INDEPENDENT STUDENT AND/OR ARE ON A SCHOOL WAIVER, PLEASE VERIFY THAT THIS INFORMATION IS CORRECT.

YES, I VERIFY THAT THIS STUDENT IS AN INDEPENDENT STUDENT AND/OR IS ON A SCHOOL WAIVER ☐

Applicant's Average Grade calculation: (see website)	Grade 10	Grade 11	Grade 12	OVERALL

CTS, K&E, RAP, WE credit confirmation **if required in Terms of Reference*	# Credits Achieved

Printed Name:	Signature:	
Title:	Email:	
Name of Institution:	Telephone:	Date:

STUDENT APPLICANT & PARENT/GUARDIAN DECLARATION

This information is collected under the authority of the Freedom of Information and Protection of Privacy Act, the Taxation Act (Canada) and the Statistics Act (Canada) to determine your eligibility for scholarships and awards. Please direct any questions about the use of this information to the Grants and Stewardship Officer, EducationMatters, 1221 8 Street SW, Calgary, Alberta, Canada T2R 0L4. Telephone: (403) 817-7469. ***** We reserve the right to publish student essays in full or in part. If you do not want your essay to be published, please check here*** ☐ ***. Recipients may be recognized at public award ceremonies and/or their names may be displayed publicly in one or more ways including, but not limited to, newspaper, school newsletter, yearbook, and website, for the purpose of recognizing student accomplishments. If you do not wish to be recognized or for your name to be published, please check here*** ☐ ********

By signing this application, I declare:

1. That I have answered all questions applicable to me and that all information is true and complete. That I will notify EducationMatters if I withdraw from full-time student status, receive other external awards or otherwise change my student status.
2. That EducationMatters may request additional information pertaining specifically to my academic performance and enrolment status for the purpose of determining my eligibility for scholarships/awards.
3. That in applying for an award, pertinent information may be released to the donor of the award, provincial funding bodies, faculty offices, appropriate EducationMatters and Calgary Board of Education / Calgary Catholic School District administrative offices.
4. That if I receive a scholarship/award the amount may be disclosed to the CBE or CCSD Financial Services Office.
5. That I understand the information provided on this application may be used for research and statistical analysis.
6. That if any information is inaccurate, I understand that any awards may be reassessed and/or withdrawn.
7. That if I receive an award, I will acknowledge the private donor(s) of the award with a personal letter of thanks.

*Name of **Applicant (Printed):***	*CBE / CCSD ID Number:*
Signature	*Date*

I acknowledge and agree that the disclosure of the information provided for this application, including my personal financial information, is required for the assessment of my child's/dependant's eligibility for this award, and I hereby grant such consent as may be required by applicable privacy laws to the disclosure of my personal information for the purpose of assessing my child's/dependant's eligibility.

*Name of **Parent(s)/Guardian(s) (Printed):***	
Signature	*Date*

SUBMIT YOUR COMPLETED APPLICATION DIRECTLY TO YOUR SCHOLARSHIP COORDINATOR

A complete General Application for Awards must include the following:

• **Please check each section carefully to ensure your application is complete.** • **Please ensure you are using the correct application form.** • **Do not include applications for awards not listed on this application form.**	**Included**
1. Completed and signed copy of the application form with all sections/attachments; ensure that each page is identified with your name. All applications must include sections I & VI.	☐
2. Your most current high school transcript.	☐
3. List of all other awards, bursaries and scholarships that you hold or have applied for.	☐
4. A comprehensive written essay *(where specified in the Terms of Reference)*	☐
5. Reference letters with the referee(s)'s original signature *(where specified in the Terms of Reference)*	☐
6. Additional statements, documents or supplementary material as required by the Terms of Reference.	☐
7. If you are applying for awards/bursaries where financial need is a requirement you must include a copy of the ***2016 Notice of Income Tax Assessment for you (where applicable) and your parent/guardian,*** and a written statement outlining your need for financial assistance***.*** Please also ensure that you and your parent/guardian has signed the application form.	☐

Applications that do not include all of these items are incomplete and may result in the application being disqualified. <u>Late applications will not be accepted.</u>

Note: Submit <u>only 1 (one) application</u> for <u>ALL</u> of the <u>awards that you are applying for.</u>

<u>Please do not print your application double-sided.</u>