

## Bursary & Scholarship Application Form

(Handwritten applications will be rejected: MUST TYPE RESPONSES)

**Application Deadline: FIRST THURSDAY IN MARCH**  
**Late applications will not be considered.**

Last Name		First Name	
Address		City	
Phone		Postal Code	
Email			
2 <sup>nd</sup> email address			
Applying for	<input type="checkbox"/> Bursary <input type="checkbox"/> Scholarship		
I will graduate <b>OR</b> graduated in: (year)		School Graduated from	
Current School/Univ/College			
Middle School(s)			
Which post-secondary school(s) have you applied to?		Have you been accepted?	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Which offer have you accepted?			
What is your anticipated career path?			

Some funds have specific requirements for disbursement of funds. If any of the following apply to you, please put a check in the box provided.

### High School Applicants (funding application for first year of studies)

- ☐ **Annette Fitch Memorial Fund:** French Immersion going into French programs at post-secondary
- ☐ **John & BJ Pearson Fund:** RCMP Boot Camp attendee
- ☐ **LeDuc Bursary Fund:** Member of St. Joseph's Catholic Church
- ☐ **Mission Granite Club:** Registered junior curler with the club
- ☐ **Attended Albert McMahon Elementary School:** What grades? \_\_\_\_\_
- ☐ **LGBTQ2SA+ Community:** Member of or champion

### First Year Post-Secondary Applicants (funding application for second year of studies)

- ☐ I received a Mission Community Foundation Scholarship in \_\_\_\_\_ (year)
- ☐ I am already taking Post-Secondary and wish to obtain 2+year funding

## Check List of Required Attachments

Refer to the *TIPS FOR COMPLETING YOUR APPLICATION* document when completing the attachments.

☐ **Application Form** (this form): Typed responses only, failure to comply will result in disqualification of application.

☐ **Transcript of Grades:** Failure to supply as directed will result in immediate disqualification of your application.

Graduating this year: ☐ School District Transcript containing marks for grades 10, 11 and 12

☐ Latest Grade 12 semester report card

Already attending Post Secondary: ☐ Transcript of current grades

☐ **Biographical Sketch:** Maximum 1 page in length, Arial 10 font, 1 inch margin.

One page about yourself. Tell us about yourself; indicate your future educational skills training objectives and aspirations.

☐ **Summary of Accomplishments:** Maximum 1 page in length, Arial 10 font with 1 inch margin.

Use the format provided in the attached *TIPS FOR COMPLETING YOUR APPLICATION* to list your leadership opportunities, honours & awards, participation / memberships, involvement / volunteer activities, sports, arts, cultural events, after school employment. Include total hours spent and in which year, when applicable. (i.e., 20 hours volunteering for the ABC Foundation in 2020).

☐ **Character Reference:** Maximum 1 reference

From employer, volunteer coordinators, sports coaches (including teachers), event coordinators.

*Cannot be from a family member, teacher, principal, or School staff member, current or past.*

*Teacher coaches can write a reference but not on school letterhead and must reflect coaching only.*

☐ **Acknowledgement Waiver** (attached to this package)

☐ **Photo Waiver** (attached to this package)

**I hereby submit my application for your review. I certify that all information accurate and has been dutifully signed by all parties involved.**

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of parent or legal guardian\*)

\_\_\_\_\_  
(Date)

\*Required if applicant is under 19 years of age

**Application Deadline: FIRST THURSDAY IN MARCH by midnight**  
**Applications received after that date will not be considered.**

**All applicants will be notified by email about the status of their application.**  
**(Unsuccessful OR Invited to Interview)**

## Bursary & Scholarship Applicant Acknowledgement

I hereby agree to the following terms:

1. Mission Community Foundation works from your application, it will not refer back to emails when creating its database. If your email is incorrectly written on the application, Mission Community Foundation will not accept responsibility for missed emails.
2. **All applications must be typed. Hand written applications will be disqualified.**
3. All correspondence regarding your application will be sent from [scholarships@missioncommunityfoundation.org](mailto:scholarships@missioncommunityfoundation.org). It is the responsibility of the applicant to add this email to their safe senders list and checking it regularly.
4. Applicants will be graded as follows: 40% grades; 10% biographical sketch; 20% summary of accomplishments; 20% interview; 5% reference; 5% overall impression.
5. Biographical Sketch will be a maximum of 1 page in length with Arial 11 font, 1.5 spacing. Failure to comply with this will result in a 5-point deduction on your grading.
6. Summary of Achievements will be a maximum of 1 page in length with Arial 11 font, 1.5 spacing. Failure to comply with this will result in a 10-point deduction on your grading.
7. Transcript of grades for graduating grade 12 students will include: Ministry of Education District transcript of grades for years 10-12 as well as current grade 12 semester report card. Failure to supply will result in disqualification.  
Applicants currently attending post secondary must provide: current transcript (report card not required). Failure to comply with these requirements will result in immediate disqualification.
8. Character reference: Cannot come from a teacher (unless coach), principal, school staff member, either current or past, or family member. Submitting a reference from these individuals will automatically disqualify the reference.
9. **Should the applicant not receive a confirmation email from Mission Community Foundation within 7 days of application deadline, the applicant must send a follow-up email to [scholarships@missioncommunityfoundation.org](mailto:scholarships@missioncommunityfoundation.org) to inquire or call 604-826-5322.**
10. The applicant will receive a 2<sup>nd</sup> email that will either invite them to an interview or advise that they have not been selected. If you do not receive an email, you are responsible to email [scholarships@missioncommunityfoundation.org](mailto:scholarships@missioncommunityfoundation.org) to inquire or call 604-826-5322.
11. Failure to show up for your interview will result in immediate disqualification.
12. If you completed an interview you will receive a 3<sup>rd</sup> email advising of board decisions with respect to the awards. Applicants that are selected for an award will be asked to confirm receipt of email as well as attendance at the ceremony.
13. Students (not parents/guardians) are to make all inquiries to the Executive Director of the Mission Community Foundation either by email ([scholarships@missioncommunityfoundation.org](mailto:scholarships@missioncommunityfoundation.org)) or by phone 604-826-5322.
14. Mission Community Foundation reserves the right to assign interviews solely at its discretion.
15. Mission Community Foundation reserves the right to appoint awards solely at its discretion.
16. **All award decisions are final and cannot be appealed by student or parent/guardian.**

I have read and understand the terms as detailed above.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(For applicants under the age of 19 years)*

Biography for: \_\_\_\_\_

Summary of Accomplishments for: \_\_\_\_\_

CATEGORY	ROLE / ACHIEVEMENT	ORGANIZATION	GRADE(S)	TOTAL HOURS / PER WEEK
Honours & Awards				
Volunteer / Community				
Leadership				
Sports / Arts				
Employment				
Certifications				
Other: (please specify)				

## **Name and Photograph Waiver and Permission Bursary & Scholarship Award Recipients**

To commemorate the achievements of the eventual recipients of the Mission Community Foundation Bursary/Scholarship Awards, we would like to take a group photo of all the recipients on stage immediately after the ceremony. The names of the Award recipients and the group photo will be featured on our website: [www.missioncommunityfoundation.org](http://www.missioncommunityfoundation.org) and may appear in our Facebook page or local print media.

As such, we ask that you complete the information below and ask a parent/guardian to sign.

Name: \_\_\_\_\_  
(Student - Please PRINT)

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Current School Attending: \_\_\_\_\_

Email: \_\_\_\_\_

I grant Mission Community Foundation permission to use my / my child's name and photo to publicize the Bursary/Scholarship award and the work of Mission Community Foundation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Parent / Guardian Signature  
(if applicant is under the age of 19)

\_\_\_\_\_  
Date