



WILLIS COLLEGE

OF BUSINESS, HEALTH AND TECHNOLOGY

Over 110 Years of Career Training Excellence!

www.williscollege.com

Head Office

85 O'Connor Street

Ottawa, Ontario K1P 5M6

Tel: (613) 233-1128 / Fax: (613) 233-9286 Toll: Toll free: 1-877-233-1128

PLEASE MARK CAMPUS OF YOUR CHOICE

- | | |
|--|--|
| <input type="checkbox"/> Ottawa Campus: 85 O'Connor Street | <input type="checkbox"/> Smiths Falls Campus: 94 Beckwith St. N. |
| <input type="checkbox"/> Cobourg Campus: 1111 Elgin Street West | <input type="checkbox"/> Toronto Center Campus: 3040-3080 Yonge St. |
| <input type="checkbox"/> Toronto North Campus: 211-265 Rimrock Rd. | <input type="checkbox"/> Toronto East Campus: 207-2061 McCowan Rd. |
| <input type="checkbox"/> Thunder Bay Campus: 1000-1184 Roland St. | <input type="checkbox"/> Barrie Campus: 202-15 Sperling Dr. |
| <input type="checkbox"/> Sault Ste. Marie Campus: 101-550 Queen St. W. | <input type="checkbox"/> Bellville Campus: 300- 1 Bridge Street East |
| <input type="checkbox"/> London Campus: 148 Fullarton Street | |

APPLICATION FORM

Dr. William Commanda

Scholarship

Application Deadline: July 1

Dr. William Commanda Scholarship

Description of the Award

Willis College of Business, Health & Technology was established in 1896 and is a leading private career development college in Canada. Our vision is “to provide a quality adult educational learning environment where the creative interests and development of our clients are paramount.” We ensure that our programs are designed to satisfy your education requirements and exceed your expectations. Students may take individual courses to upgrade their skills or enroll in a full career diploma program that leads them to attractive jobs in the business, health, technology, law and clean energy industry at any Willis College eleven locations.

Willis College is proud of its association with Elder William Commanda and has chosen to establish the Dr. William Commanda Scholarship in clean/renewable energy and business education to be awarded annually to an Aboriginal student in Canada. This award has a value of up to \$110,000 and covers the tuition fees and books to attend the eleven Willis Colleges in Ontario (\$10,000 per location).

Dr. William Commanda, OC, Algonquin Elder
Founder, A Circle of All Nations, A Culture of Peace.

Algonquin **Elder William Commanda** from Kitigan Zibi Anishinabeg, Maniwaki, Quebec was born on November 11, 1913. He was acclaimed chief of the Kitigan Zibi Anishinabeg for over nineteen years. He received an Honorary Doctorate Degree from the University of Ottawa in 2005. In December 2008, he was appointed Officer of the Order of Canada and in November 2009, the National Aboriginal Achievement Awards Foundation announced his selection as the 2010 Lifetime Achievement Award recipient.

Selection Process

Basis of Selection

The Selection Committee is looking for candidates with proven intellectual and academic ability, integrity of character, interest and respect for fellow human beings, ability to lead, appreciation for technology and initiative to use their talents to the fullest.

Method of Selection

A Selection Committee consisting of representatives of the Dr. William Commanda Scholarship Board of Trustees will choose the successful candidate. The decision of the Selection Committee is final.

Method of Application

The completed application, with all the required information must be forwarded to:

**Selection Committee Dr. William Commanda Scholarship Board of Trustees
c/o Willis College of Business, Health & Technology
85 O'Connor Street
Ottawa, ON K1P 5M6**

Admission Status

The applicant must:

- (i) Have a minimum of Grade 12 high school or be of age of 19 and over; and
- (ii) Provide a transcript of marks from the academic institution from the year of attendance.

Payment of Award

The successful candidate will be presented the award and a commemorative certificate at the **Dr. William Commanda Scholarship Award** Annual General Assembly, which is held each July at Willis College & TeKnoWave Headquarters in Ottawa.

Application Form

This application contains four parts: 1) Personal and Academic information, 2) Required information, 3) Selection process; and “Letter of Reference”. All of the application pages must be fully completed and returned to Willis College of Business, Health & Technology.

Please ensure that your completed application with all the required information is sent to the Willis College office by **July 1**. Also ensure that the people you ask to provide references send their letters to the Dr. William Commanda Scholarship Board of Trustees within the same timeframe.

Late or incomplete applications will not be considered!

Personal Information

Name: _____

Current Address

Permanent Address

Telephone - Current/Permanent

Fax

E-mail

Aboriginal Ancestry

| | Tribe/ Nation | Language(s) |
|------------|---------------|-------------|
| Status | _____ | _____ |
| Non Status | _____ | _____ |
| Metis | _____ | _____ |
| Inuit | _____ | _____ |

Academic Information

Program or Degree (B.A., B.Sc., Diploma, etc.)

Major/ Faculty

Name of Institution (College, High School)

Location

Duration of Program

Previous Education

Future Plans and Interests

Write a brief essay describing your future career plans and interests. Attach it to this Application Form. (Max. 500 words)

Previous Achievements

Provide details of previous achievements. These may include the following.

- Scholarships
 - Awards
 - Prizes
 - Offices Held
 - Athletic Achievements
 - Extracurricular Activities
 - Volunteer Activities
-
-

Support While Attending College

The Scholarship completely covers the cost of the tuition and books. If needed, the Dr. William Commanda Scholarship Board of Trustees will offer advice on how to support yourself (Example: community, various services, part-time work, etc.) for the duration of the program but the candidate will be responsible for these expenses. How would you propose to support yourself to attend the college?

Official Transcript

Provide an official transcript of your marks from the previous or current year. Please include this in your application or ensure that it arrives before the July 1st deadline.

References

Provide the complete names and address of two references. One should be from your institution of study and the other a character reference. Please ensure that these letters arrive before the July 1st deadline.

| | |
|----------------------------|-------|
| Name | _____ |
| Title/ Position | _____ |
| Address | _____ |
| | _____ |
| Telephone/Fax/Email | _____ |
| | _____ |

| | |
|----------------------------|-------|
| Name | _____ |
| Title/ Position | _____ |
| Address | _____ |
| | _____ |
| Telephone/Fax/Email | _____ |
| | _____ |

I have read and understood the requirements for applying for the Dr. William Commanda Scholarship Award. I agree to allow the Dr. William Commanda Scholarship Board of Trustees to verify the information provided in applying for the Dr. William Commanda Scholarship Award.

Signature: _____

Date: _____

Deadline for Submissions is July 1st
Applications will not be accepted after this date.

Letter of Reference

Instructions to the Applicant

Please give a copy of this page to those individuals who will be providing a reference letter to support your application. Ensure that the names and addresses of your references are recorded accurately in the space provided below.

Name of Applicant: _____

Information for the Reference

The person identified above is an applicant for the Dr. William Commanda Scholarship Award of the Willis College of Business, Health & Technology. Dr. William Commanda Scholarship Board of Trustees Selection Committee would be grateful if you would provide a statement regarding this applicant's qualifications.

If you are primarily acquainted with the candidate through an academic relationship, you are requested to provide information regarding the intellectual qualities and potential of the candidate. If, on the other hand, you are better acquainted with the candidate through non-academic interests, you are requested to comment on the character of the candidate. Your reference will assist the Selection Committee in choosing the most qualified candidate for the award.

| | |
|---|-------|
| Name of Person Providing Reference | _____ |
| Title/ Position | _____ |
| Address | _____ |
| | _____ |
| | _____ |
| Telephone/Fax/Email | _____ |

Please mail letter by July 1st to:
Selection Committee – Dr. William Commanda Scholarship Board of Trustees
Willis College of Business, Health & Technology
85 O'Connor Street
Ottawa, ON K1P 5M6