

5. Write a cover letter to accompany your application. Comment in your letter how this scholarship would benefit you.

6. Attach a Scholarship Resume

7. Attach two letters of reference.

8. Attach a copy of your most recent transcript.

Declaration and Consent:

I declare that the information included in this application is, to the best of my knowledge, correct and complete. If any of the information in this application should change, I understand that it is my responsibility to advise the Scholarship Committee, in writing, of any changes. I authorize the Scholarship Committee to release pertinent information from my application package to the award donor. I give consent to the publication of my name in news releases or lists of scholarship winners. In order to be eligible to receive a scholarship and as a sign of appreciation and respect to the donors, I will attend the Awards Evening at my school and follow up with a thank you note to the sponsor of any award(s) presented to me.

Signature of Applicant: _____

Date: _____

DEADLINE FOR SUBMISSION: MONDAY, APRIL 15, 2019 at 12:00 p.m.

INSTRUCTIONS FOR COMPLETING YOUR SCHOLARSHIP APPLICATION PACKAGE

PLEASE INCLUDE THE FOLLOWING:

- ❑ **APPLICATION FORM** – Filled out completely and signed.
- ❑ **SCHOLARSHIP RESUME** - Your resume that covers all school accomplishments and experiences, as well as employment and volunteer activities out of school.
- ❑ **TRANSCRIPT of your Grade 10 – 12 marks** - request transcripts from Counselling Office - 24 hours notice is required.
- ❑ **TWO REFERENCE LETTERS** - one from a teacher, counsellor or administrator. The second should be from a community member and/or employer.
- ❑ **PROOF OF POST-SECONDARY APPLICATION** – Please attach email notification or letter of conditional acceptance for any post-secondary institutions to which you have applied.

COMPLETION AND SUBMISSION INSTRUCTIONS:

- ❑ **ENVELOPE** - Package all parts of your completed application in one envelope, labeled on top right corner with Your Name, and Name of Scholarship.
- ❑ **DEADLINE** - All applications must be securely signed in to the Counselling Department by the stated deadline.
- ❑ **PRESENTATION OF AWARD** - Successful candidate will be notified by the school.