

2022-23

SCHOLARSHIP

INFORMATION

BOOKLET



SUGGESTIONS FOR YOUR SCHOLARSHIP SEARCH:

- Most information is found online. Carefully read all information regarding eligibility and the application process.
- Listen for the Scholarship announcements on school intercom.
- Fact sheets and applications documents may be printed at the Career Centre.
- Check the Scholarship stand-up folder in the Career Centre.

**Check these often and look for
other sites not listed below.**

Good Luck!

PROVIDER	WEBSITE	WHAT They Offer:
StudentAidBC	https://studentaidbc.ca/	We help with the cost of post-secondary education through student loans, grants, and scholarships. We also have programs that help with loan repayment.
Student Scholarships	www.studentscholarships.org	Search both online and offline sources to find scholarships for students to apply for. Our database is considered the largest and most comprehensive source for finding scholarships online and is 100% free for students to use. Is a Kelowna based company.
Scholarships Canada	www.scholarshipscanada.com	With your ScholarshipsCanada login you also get access to: Schoolfinder.com and StudyinCanada.com
Education Planner BC	www.educationplannerbc.ca	EducationPlannerBC helps learners make well informed decisions about their education and career options. Apply for post-secondary institutes through this portal.
BC Scholarships	www.bcscholarships.ca	<i>BC specific free scholarship information as well as post secondary program search.</i>

SCHOLARSHIP SEARCH INFORMATION



BURSARY – A non-repayable monetary award to support a student's education, based on financial need and reasonable academic standing

LOAN – A repayable monetary award based on financial need

SCHOLARSHIP - A award of financial aid to support a student's education, awarded on the basis of academic or other achievement.

ENTRANCE SCHOLARSHIP – Available to students who are proceeding from Grade 12 to studies in a particular post-secondary institution

ADMISSION SCHOLARSHIP – Automatically awarded based on the student's application for admission to the institution

APPROVED/ACCREDITED PROGRAM – post secondary institution or apprenticeship program approved/accredited by the Ministry of Advanced Education

DESIGNATED POST-SECONDARY INSTITUTION – A post-secondary institution approved for Canada Student Loans

NON-RENEWABLE SCHOLARSHIP – Awarded for one year only. College or university will not renew for subsequent years.



STEP 1



DO RESEARCH

Take the time to look for scholarships within your school, community, post-secondary institutions and organizations.

STEP 2



READ THE CRITERIA

If you think you remotely qualify, keep the application information. If you don't qualify at all, simply move on to the next one. Manage your time appropriately.

STEP 3



SORT THE AWARDS

Gather and read all information for the scholarships you qualify for. Some require you to meet 100% of the criteria. Sort your applications by how well you meet the criteria. Focus your time and effort on ones you feel you have the best chance at.

STEP 4



MAKE CALENDAR OF DEADLINES

Not all scholarships have the same application deadlines. Ensure your application is received at least four days before the deadline. Ensure that all supporting documents are also prepared well in advance.

STEP 5



GATHER REFERENCE LETTERS

Contact your references and supply them with details about the scholarships. Ask that their letter addresses the scholarship criteria. Give your references at least 4-6 weeks and plenty of time to customize their letters.

STEP 6



CREATE SCHOLARSHIP PORTFOLIO

Each application will ask for different supporting documents (eg. resume, personal statement, examples of work, volunteer/community achievements, essay). Create a portfolio and easily obtain the documents you need to fit the application.

STEP 7



TRANSCRIPTS

Most applications will require a copy of your transcripts from high school or post-secondary if you have or are attending one. Check whether you need original copies and plan ahead these take time!

STEP 8



PROOFREAD

Proof your application carefully and ask someone else to proofread it too. Make sure your application looks professional, pay attention to details. It helps to make your application easy to reference and fast to read.

STEP 9



TRACK YOUR APPLICATIONS

Keep a copy of all applications you send and track which you've sent on what days. Ensure your applications arrive before the deadline!



APPLICATION GUIDELINES

- If application requires a letter make sure it is neat, accurate & legible
 - 8 1/2 x 11 inch white paper
 - use one side only
 - check if it is to be handwritten or typed on computer
 - use clean, easy to read, at least **12pt typing**
- The importance of a good letter of application cannot be overemphasized:
 - include a brief outline of interest, hobbies & activities
 - include a brief summary of positions and offices held in school youth organizations and community
 - short statement of purpose if seeking to attend university
 - information on any awards, scholarships, honours, prizes received in any area
 - details of employment in the last two years
 - be straightforward, concise and unemotional

LETTERS OF REFERENCE

These letters often form an important part of a committee's decision. Choose wisely. Ask adults who know you well, but are not family members. Employers, coaches, principals, teachers, ministers and neighbours are good choices. Choose people who are familiar with you.

A form for you to enter your important achievements, dates, grades, etc. is in this package and also available in the Career Center. This will help your Reference write a thorough and complete letter; one that is tailored to you with information you would like them to include.

It is very important to give them **lots of time** to write this letter for you – this is **not** a last minute request item!



Reference Letter Student Information Form

Name

Grade 11 & 12 Courses

Awards, Honours, etc.

Future Plans

Interests, school and community involvement

Any other pertinent information

SAMPLE

Scholarship & Bursary Cover Letter

Date

Dear Sir/Madam:

RE: Scholarship & Bursary Application

In support of my application for scholarships and bursaries, I am submitting the following information.

Paragraph One - should comment on academic standing or training to date related to your future plans. Include major areas of focus (science, arts, technology, and business) and achievement level. You may wish to mention awards.

Paragraph Two - should make reference to future academic plans. Indicate what your plans are and where you plan to study.

Paragraph Three - should make reference to financial issues. You should include how much tuition and living expenses will be for you. Be sure to include transportation and living arrangement concerns. As well, be prepared to indicate what you are prepared to do to assist with the financing of your education. (summer employment, boarding with family, etc.)

Thank you for your time and consideration in reviewing my application.

Yours truly,

Your signature

Your name

Address

Phone # and/or Email address

SAMPLE
Scholarship & Bursary Resume
Two pages maximum

- 1. Personal Information - Name and address**
- 2. Academic Information and Achievements**
 - Honor Roll (List years)
 - Top of Subject Awards (List Courses)
 - Grades for Specific Classes important for future plans
 - GPA
 - Competitions or Events
 - Other Significant Academic Awards
- 3. School Involvement**
 - Extracurricular Activities - Leadership, Journalism, Sport Teams, Clubs, Grad Council etc.
 - Volunteer Activities @ School
 - Grad Activities
- 4. Community Involvement** (This could be combined with School Involvement)
 - Volunteer work within the Community - church groups, candy striping, etc.
- 5. Seminars, Workshops or Conferences**
 - Field Trips
 - In-services provided by your employer
 - Related to your future plans
- 6. Skills and/or certificates**
 - Food Safe
 - Computer Skills
 - Second Languages
 - First Aid
 - Other
- 7. Interests**
 - Hobbies or Pastimes
- 8. Work Experience**
 - Name of Employer, position, dates of employment, short summary of duties
- 9. Career Plans**
 - State briefly your immediate and long term future plans