



A completed application form and supporting information as outlined below must be scanned and submitted by email. Only Word or .pdf formats will be accepted. The Bursary Society will make every effort to maintain confidentiality of information. However, it cannot be guaranteed.

Information for Bursary Applicants

To be eligible* for a Bursary CFUW-SC you must be:

- A woman 21 years of age or older
- A resident of the Sunshine Coast for at least 1 year
- Pursuing post-secondary education at a government recognized educational institution or through an accredited on-line course

*Applicants cannot be a member of the Canadian Federation of University Women (Sunshine Coast) or the immediate family of a member.

Please read carefully

- Applications will be rated on criteria related to course load, course relevancy to employability, financial need, quality of application and life accomplishments.
- Bursaries are a minimum of \$500.00 and more than one bursary may be awarded if funds permit.
- Proof of acceptance and/or enrolment for 2018/2019 **must be provided** to the Bursary Society before funds are released.
- The onus is on the applicant to scan all supporting documents as .pdf or Word files. Pictures of documents (e.g. .jpeg) will not be accepted.
- Incomplete applications will not be considered.
- The Board reserves the right to request interviews with applicants.

Your application **must** include the following:

1. A completed application form
2. Two (2) current letters of reference (employment, volunteer, education or personal)
3. Proof of acceptance or enrolment (if available)
4. Your student number (if available)
5. A brief letter (**Maximum 2 pages**), in which you **must**:
 - a) Explain whether this is an upgrading course or a new career
 - b) Describe your career goal(s)
 - c) Provide a detailed description of:
 - i. course/program being taken
 - ii. length of the total program
 - iii. number of courses you are enrolled in (entry, full-time, part-time)
 - iv. expected weekly work load in hours



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- v. practicum or work experience associated with course(s) (if applicable)
- d) List the total cost of program and cost of courses you will be taking in 2018-2019
- e) Explain the delivery mode of the course, whether the course is online or in a classroom setting
- f) Describe any costs you will be incurring for commuting or living off the coast
- g) Explain whether you will be required to purchase speciality equipment
- h) Describe whether you have the opportunity to receive financial support from family, sponsors or government agencies
- i) Are you applying for or receiving other financial awards for 2018-2019?
- j) Have you received previous bursaries from CFUW Sunshine Coast in the past? If so, please elaborate
- k) Describe previous work experience, volunteering, and other community participation (if applicable)
- l) List your previous achievements/life accomplishments
- m) Describe your present family situation and financial circumstances
- n) Are you self-supporting or supporting others?
- o) Do you have the ability to work part-time?
- p) Explain how this bursary award will affect you and your family

E-mail your application, with all documentation, to cfuwscbursarysociety@gmail.com To be eligible, all applications must be submitted **no later than 11:59 p.m. on Wednesday April 18th, 2018.**

Only complete applications will be considered.

Thank you for your application.