

CACE BURSARY APPLICATION

Selkirk College Foundation promotes Community Education and Workplace Training in our region through the Craig Andrews Community Education (CACE) Bursary.

BURSARY CRITERIA

This bursary is presented to students in Community Education & Workplace Training (CEWT) courses who show financial need and a commitment to:

- **improving their employability**
- **making a difference in their lives**
- **achieving a life goal**

Applicants must be aged 18 years or older and reside in the Selkirk College region. Recipients may receive up to 50% of course costs to a maximum of \$1,000.

STEPS TO APPLY

1. Contact your local community education (CE) coordinator to:
 - Find out if your course is covered. Only select CEWT courses/programs are eligible.
 - Pre-register for the course by paying 50% of the course fees (keep your receipt).
2. Complete this application form and submit it to your local CE coordinator with the coursereceipt attached.

APPLICATION DEADLINES

- Applications are accepted on a continuous basis. You are encouraged to apply as soon as possible, and must apply at least two weeks prior to the course start date to be considered.
- Applicants may submit a bursary request for one course per calendar year.
- Retroactive applications will not be accepted.

ADDITIONAL INFORMATION

- Funds can be used for tuition fees and any course manuals or textbooks provided by Selkirk College.
- Selkirk College does not guarantee that all applications will be approved and receive funds.
- Funds will be distributed as equally as possible throughout the college region.
- Applicants must complete the course to be eligible.
- Applicants who withdraw from the course or do not attend are ineligible for the bursary and are responsible for 100% of the course fees, subject to standard CEWT cancellation policy.
- Upon the completion of the course, the CE coordinator will submit the required paperwork to the Financial Aid Department, to have the approved funds transferred to the students account or refunded. Processing could take up to six weeks.
- Bursaries are considered to be income for tax purposes. Selkirk College will issue T4s for anything over \$500.

ADMINISTRATION USE ONLY

Amount Approved

Student Number

CE File Holder Approval Signature

CACE BURSARY FORM

PART 1: PERSONAL INFORMATION

| | | | |
|---------------------------|------|--------------------------|-----------------|
| Last Name: | | First Name: | |
| Phone Number(s): | | Email(s): | |
| Mailing Address: | | City/Province: | Postal Code: |
| Date of Birth (dd/mm/yy): | Age: | Social Insurance Number: | Student Number: |

PART 2: PROGRAM INFORMATION

| | |
|--|------------------------------|
| Course name, course code and intake: | |
| Location of Program/Course: <input type="checkbox"/> Castlegar <input type="checkbox"/> Grand Forks <input type="checkbox"/> Kalso <input type="checkbox"/> Nakusp <input type="checkbox"/> Nelson <input type="checkbox"/> Trail <input type="checkbox"/> Other | |
| Start Date: | End Date: |
| Course Tuition (including GST): | Manual Cost (including GST): |

PART 3: FINANCIAL INFORMATION

Please answer the following questions by checking the appropriate response:

- Is your monthly taxable income, from all sources: more than \$2,200 less than \$2,200
- Is your employment: full-time part-time retired other, please describe _____
- How many people currently live in your household? _____ of those how many are dependants? _____
- Have you received/applied for other financial supports to assist with this training cost? YES NO
- Have you received a CACE Bursary within the last year? NO YES, for what course and when? _____

PART 4: BURSARY CRITERIA

A. Mark the box that best aligns with your application criteria:

Tell us how this course will improve your ability to gain or maintain employment.

Tell us how this course will make a difference in your life.

Tell us how attending this course meets a life goal.

B. Please provide a paragraph on the selected criteria and tell us how it applies to you

Ensure your application is complete by providing details for: Part 1, Part 2, Part 3 (questions 1-5), Part 4 (A-B).

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND ACCURATE

Applicant Signature

Date

Coordinator Signature

Date