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**POLICY: Student Bursary**

**SECTION:** Finance

**POLICY #:** FIN-004

**PREPARED BY:** Peter Weeber  
Chief Administrative Officer

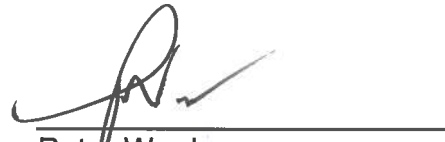
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**EFFECTIVE DATE:** Council Adoption July 3, 2012 R2012/35/16

**SUPERSEDES:** June 7, 2010 R2010/30/17

**AUTHORIZED:**

  
\_\_\_\_\_  
Carol Kulesha  
Mayor

  
\_\_\_\_\_  
Peter Weeber  
Chief Administrative Officer

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**PURPOSE:**

To encourage and support students who are enrolled in a post secondary education program by providing an annual bursary of \$500.00.

**POLICY:**

Council will offer an annual bursary in the amount of \$500.00 to qualified students enrolled in a post secondary education program.

**Qualifications:**

To qualify for this bursary, a student must:

1. be a resident of Queen Charlotte;
2. have graduated from Queen Charlotte Secondary School or has demonstrated a history of education within our Municipal boundaries;
3. have completed at least one year of an accredited post secondary education program and be enrolled in the second or subsequent year (post secondary education may include university, college, trade school or apprenticeship);
4. be registered in a full program of courses per semester; and,
5. have attained an overall 'B' average.

**Procedure:**

1. Council will advertize the bursary opportunity annually for a minimum of 2 weeks in the QCI Observer, on the Village Website and in the Village Voice Newsletter;
2. Qualified applicants must complete and submit the attached application form by June 15<sup>th</sup>;

3. Nothing in this policy requires council to award a bursary if there are no qualified applications;
4. If a bursary is not awarded, the funds may be carried over for a maximum of one year and may be awarded in the second year along with any other bursary approved for that year;
5. The high school guidance councilor will also be notified when the bursary is available;
6. All qualified applicants will be entered in a random draw for the award.

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Village of Queen Charlotte Bursary Application

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Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

1. Name of institution you are enrolled in:
  
2. What program are you enrolled in?
  
3. What courses are you registered to take in the coming session?
  
4. Grades or GPA achieved (transcript provided).
  
5. What is your educational objective?

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**Additional relevant information may be attached to this application.**

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