

PRINCESS PATRICIA'S CANADIAN LIGHT INFANTRY ASSOCIATION

STUDENT BURSARY TERMS OF REFERENCE

1. Amount and Number of Bursaries. The number of bursaries available per year will be determined by the HGMF Board of Trustees annually.
2. Eligibility. Applicants are eligible for a PPCLI Association Student Bursary that are enrolled in an accredited post-secondary institution.
3. Post-Secondary Institutions. An eligible educational institution is defined as any accredited degree or diploma granting post-secondary institution (i.e. university, community college, or technical school), located anywhere in the world. (Note that part-time, correspondence, or night school programs are not eligible for subsidisation).
4. Application Procedure. Applications, at Appendix 1, are available through the Association Secretariat at (780) 842-1363, extension 5284 or at <http://assoc.ppcli.com>. Applications must be forwarded, by no later than 15 July annually, to the PPCLI Association Secretary:

Princess Patricia's Canadian
Light Infantry Association
PO Box 210, Denwood
Alberta, T0B 1B0

5. Obligation. The bursary recipient(s) must enter the post-secondary institution of his/her choice in the year of application and maintain a course of study leading to a diploma or degree. **Part-time, correspondence, or evening courses are not admissible.** It is the obligation of the recipient to maintain satisfactory progress and to submit the Certification Form to the Association Secretary on completion of the year. A Statement of Understanding must be completed prior to the first semester. (Appendixes 2 and 3 will be sent to those selected for a bursary).
6. Selection. The HGMF Board of Trustees will use the selection criteria, based on the applicants' submission as outlined at Appendix 4 in order to prioritize applicants.

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STUDENT BURSARY APPLICATION FORM

The student bursary program was established to provide financial assistance for the purpose of advancing the post-secondary education of applicants. To be eligible, an applicant must be enrolled with an accredited post-secondary institution. The bursary awards are applicable to post-secondary students enrolled full-time in university, technical school, community college, or any other accredited degree or diploma granting institution anywhere in the world. Part-time, correspondence or night school programs are not eligible for subsidization under the PPCLI Association Student Bursary terms of reference.

Applications must be fully completed and forwarded to the Association Secretary at:

Princess Patricia's Canadian
Light Infantry Association
PO Box 210, Denwood
Alberta, T0B 1B0

not later than 15 July annually. Applicants must have completed Grade 12 or equivalent prior to being accepted to receive a bursary. In addition to this form, applications must include:

- an official transcript of last academic marks (Grade 12 or previous year post-secondary);
- letter(s) of reference from high school principal/counsellor giving a summary of academic and extra-curricular achievements (as applicable);
- letter(s) of reference from the unit Commanding Officer/PPCLI Association Branch President (if applicable);
- if a cadet, a letter of reference from the Cadet Corps CO giving the applicants accomplishments; and
- any other significant letter(s) of reference as required

Bursary recipients are required to acknowledge their commitment to successfully completing their year of studies (or face reimbursement of the monies) prior to the year, end. Previous bursary winners wanting continuation of the subsidy must reapply in full each year, in competition with new applicants.

Recipients will receive a bursary in the name of either Hamilton Gault or one of the prime financial contributors as decided by the Hamilton Gault Memorial Fund Selection Committee, whose decision is final.

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STUDENT BURSARY STATEMENT OF UNDERSTANDING

I, _____, having applied and been accepted for a PPCLI Association Student Bursary, understand and agree to the following terms:

- a. that I will be subsidized to the extent possible, in the opinion of the Selection Committee of the Hamilton Gault Memorial Fund, for the completion of the current year's academic/technical program;
- b. that subsidization is for one academic year only. In order to continue to receive bursaries, I must reapply in full prior to 15 July next year; and
- c. that in the event I, without good cause (as determined by the Trustees of the Hamilton Gault Memorial Fund), terminate my current study program, or fail to complete the academic year successfully, I shall reimburse the Hamilton Gault Memorial Fund any or all monies granted to me by the said fund in such amount as the Trustees may deem appropriate.

(Signature)

(Date)

(Place)

RETURN PRIOR TO THE BEGINNING OF THE ACADEMIC YEAR TO:

Princess Patricia's Canadian
Light Infantry Association
PO Box 210, Denwood
Alberta, T0B 1B0

PRINCESS PATRICIA'S CANADIAN LIGHT INFANTRY ASSOCIATION

STUDENT BURSARY CERTIFICATION

This is to certify that _____
(Name)

has/has not successfully completed the course load during academic year _____

of studies for _____
(Course/Program)

at _____
(School/Institution)

on _____.
(Date of completion)

(School/Institution Dean/Registrar)

(Date)

NOTE: Upon completion of the school year/academic/technical program, this certificate is to be completed and returned to:

Princess Patricia's Canadian
Light Infantry Association
PO Box 210, Denwood
Alberta, T0B 1B0

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STUDENT BURSARY – SELECTION COMMITTEE GUIDELINES

Applicant’s Name _____ **Committee Member Name** _____

1. The Hamilton Gault Memorial Fund Selection Committee are to use the following four scoring criteria when determining the priority of PPCLI Association Student Bursary applicants. The scoring range shall be from a low of one (1) point to a high of five (5) points for each criterion. The applicants with the highest overall scores shall be awarded student bursaries, in priority over the lower scoring applicants.

2. The criteria and scoring breakdown are as follows:

a. Total Family Income: parents and students combined income will be scored as follows:

- (1) Less than \$30K annually – 5 points,
- (2) \$30K-\$39K annually – 4 points,
- (3) \$40K-\$49K annually – 3 points,
- (4) \$50K-\$59K annually – 2 points,
- (5) More than \$60K annually – 1 point. _____

b. Last Academic Marks. From the last year of high or post secondary school attended:

- (1) ‘A’ average or GPA equivalent – 5 points,
- (2) ‘B+’ average or GPA equivalent – 4 points,
- (3) ‘B’ average or GPA equivalent – 3 points,
- (4) ‘C+’ average or GPA equivalent – 2 points,
- (5) ‘C’ average or GPA equivalent – 1 point. _____

c. Character/Potential. Determined from letters of reference (leadership, community service, extra-curricular activities, school relationships and habits):

- (1) Excellent potential – 5 points,
- (2) Above average potential – 4 points,
- (3) Average potential – 3 points,
- (4) Below average potential – 2 points,
- (5) No information to use – 1 point. _____

d. Other Factors. As determined from page 2 on the application form. Under this criteria, consider other factors affecting the applicants personal situation (family situation, compassionate circumstances, accommodation expenses, the applicant’s employment status, additional education subsidization from other sources, etc):

- (1) Many significant factors – 5 points,
- (2) Some significant factors – 4 points,
- (3) Normal factors – 3 points,
- (4) Minimal factors – 2 points,
- (5) No apparent factors – 1 point. _____

Applicant’s Total Score _____