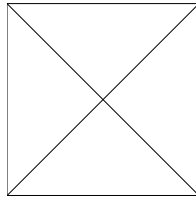


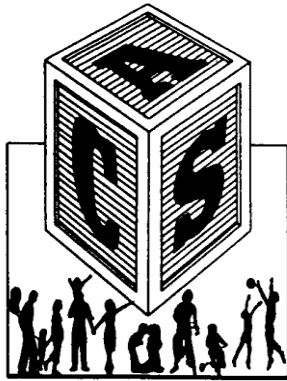
## Instructions for Completing the Bursary Application

To alleviate applications being denied, please read and follow the attached procedure for completing Bursary Applications.

- The Application consists of 5 parts. Parts A – C and E are to be completed by the Child in Care. Parts D and E are to be completed by the Children Service Worker. Part E must also be completed and signed by the Children Service Workers Supervisor.
- All Applications **must** be typed and forwarded to the Assistant to the Executive Director by April 15.
- It is recognized that year end school documents are not available at the time of application, however, the most current school documents must be attached to the application, and final documents must be forwarded to Finance following the completion of school. All final documents must be on file in finance prior to any scholarship payments being made. It is the responsibility of the Children Service Worker in conjunction with the Child in Care to ensure these documents are obtained and forwarded.
- Applications received **after** the deadline must be submitted for approval to the Director of Services and/or Executive Director. Late applications will be reviewed on a case by case basis to determine eligibility. Denied applications will be returned to the Children Service Worker.

**DEADLINE FOR SUBMISSION:  
APRIL 15**





**CHILDREN'S AID SOCIETY OF  
ALGOMA**

**YOUTH-IN-CARE  
EDUCATION ASSISTANCE FUND**

**BURSARY APPLICATION FORM**

## **YOUTH-IN-CARE EDUCATION ASSISTANCE FUND**

### **Criteria to Access Funds**

#### **Preamble**

At the Society's Annual General Meeting in June 1992, the membership of the Children's Aid Society of Algoma unanimously adopted the Board's recommendation to establish a Youth-in-Care Education Assistance Fund. The intent of this Fund was to generate enough resources to assist in covering post-secondary education costs.

The Youth-in-Care Education Assistance Fund is in a position to issue assistance to recipients.

#### **Eligibility Criteria**

- Applicants must be either a former child in care on a Continued Care and Support for Youth Contract (CCSY); a child in care living independently; a child in foster care with the Children's Aid Society of Algoma; or a former child in care over the age of 21 but under age 25.
- Applicant must be pursuing post-secondary education or skills development programs (College or University degree, diploma or certificates, trade and apprenticeships, or professional certifications)
- Consideration may also be given to children under subsidized adoption at the discretion of the Board.

Ideally, the applicant should meet the following:

1. Applicants may be judged on academic achievement.
2. Applicants must apply to, or be attending, a post-secondary Canadian institution or other institution approved by the Board of Directors.
3. Applicants must submit their application on or before **April 15 of each year**, conditional upon acceptance at an institution approved by the Board of Directors.
4. Applicants should maintain a full-time status within the program.
5. Applicants must strive to maintain a passing average.
6. Applicants will submit a written account of their previous year's performance to the Youth-In-Care Bursary Committee, signed by them and their Children Service Worker (if applicable), to qualify for continued funding.

#### **Assistance to be Provided:**

The maximum grant will be fixed by the Board of Directors in May of each year when the number of applicants and money available from earnings is known.

Assistance would be provided to offset (fully or in part) the cost of tuition, books or supplies.

Application must be completed and submitted annually.

Assistance will be provided to eligible applicants for **a maximum of 5 years, up to age 25.**

Eligibility will be reviewed on an annual basis upon receipt of a completed application.

#### **PART A. PERSONAL INFORMATION**

**CAS of Algoma – Youth-In-Care Education Assistance Fund**  
**Bursary Application** **Page 4**

---

Surname: \_\_\_\_\_ Given Name(s): \_\_\_\_\_

Age: \_\_\_\_\_ **(max to age 25)** Date of Birth: \_\_\_\_\_

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

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone #: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Social Insurance Number: \_\_\_\_\_

Number of Years You have Received a Bursary: \_\_\_\_\_ **(max of 5 years)**

**PART B. ACADEMIC INFORMATION**

Expected Education achieved by end of current school year: \_\_\_\_\_

Education Institution attended until end of current school year: \_\_\_\_\_

Academic Record – **Attach Official Transcript**

Educational Plans for upcoming school year: \_\_\_\_\_

\_\_\_\_\_

Institution \_\_\_\_\_ Expected Graduating Year \_\_\_\_\_

Area of Specialization \_\_\_\_\_

Is this a Program Change or a second post-secondary diploma or degree? \_\_\_\_\_

\_\_\_\_\_

What would you like to do after you finish the program? Career goals? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

[illegible]

[illegible]

---

**PART E –**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Name (Printed)

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Worker's Name (Printed)

\_\_\_\_\_  
Worker's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Name (Printed)

\_\_\_\_\_  
Supervisor's Signature

**RETURN COMPLETED APPLICATION AND ATTACHMENTS  
BY APRIL 15**