

Instructions for Local Scholarships and Bursaries

- 1. Read all of the instructions before you start.**
2. Complete the necessary components of your application and review.
3. See Ms. Tetreau about an interim transcript of marks.
4. Speak to one of your teachers or administrators about a letter of reference. You should select a teacher who is familiar with your school work, and who knows you reasonably well. Approach them **early in the process** as they are very busy and need time to write your letter. Give your referee information about yourself that you would like to include in the letter. This information could relate to extra-curricular activities, volunteer work in the community, etc. Do not leave this to the last minute!
5. Write ONE letter of introduction in which you describe yourself and your plans. Take time to do a good job. Many donating organizations report that this is the most important part of the application. Describe yourself accurately, discuss your hopes and plans for the future, and let them know who you are as a person. **PROOFREAD** everything. You are applying for money based upon your achievements and desire to pursue further education, so make sure you put your best foot forward.
6. On the **list of scholarship and bursaries**, check off the ones for which you would like to apply. Remember to provide any specific information required by a particular donating organization. We will make the necessary copies and distribute them to the donor organizations, unless otherwise noted by an organization.
- 7. Please submit your completed applications to Ms. Tetreau by Thursday, May 6, 2021.**

Reference Letter

(Preferably from a teacher, Principal, Vice Principal, or a Counsellor)

Thank you for agreeing to write this letter of Reference for this student. Please comment on the suitability of this candidate for the program of studies he/she intends to study. Provide information about this applicant that would be helpful to the donating organizations in making their selection decisions.

Please attach this form to the reference letter you are providing.

Student's Name: _____

Referee's Name: _____

Please indicate how long you have known the applicant: _____

Personal Letter

Organizations that donate money to students, either through bursaries or scholarships, like to know a little bit about you. This information helps them to determine who the best candidate is for their award. In some cases, organizations will ask for a letter that reflects specific requirements, in which case it is important to address those qualifications in a separate letter. Most often, a general letter is sufficient and can be used for various applications.

This letter should:

- Describe you, your interests, activities/hobbies in and out of school, leadership qualities etc.
- Be written by using a computer
- Be edited for grammar, spelling mistakes and clarity (Please ask someone to proof read it for you.)
- Be presented in a neat format
- Not be done at the last minute

The counsellor will attach your letter to all of your applications, but will not have time to proof read your letter. Please make sure you take the time to do a good job.

Many of the organizations that sponsor local scholarships and bursaries like to know as much about the students they support as possible. In addition, participation and volunteer work in the local community may be an important factor when deciding upon the successful candidates. In order to help the local donating organizations, please complete the following form.

Community of residence (be specific): _____

Community Involvement: (Volunteer Work, etc.)

↓ _____
↓ _____
↓ _____
↓ _____
↓ _____

Leadership Activities: (In the school and/or community)

↓ _____
↓ _____
↓ _____
↓ _____
↓ _____

Athletic Activities: (In the school and/or community)

↓ _____
↓ _____
↓ _____
↓ _____
↓ _____

Employment/Work Experience:

↓ _____
↓ _____
↓ _____
↓ _____
↓ _____

Other Activities or Achievements not covered above:

↓ _____
↓ _____
↓ _____

Award Application Checklist

Check off the scholarships and bursaries for which you are applying. Please make sure to read the criteria for each scholarship and bursary to make sure you have the qualifications. Remember, it is better to apply for as many as you can, you have nothing to lose – and possibly some money to gain!

Please make sure:

- Your information is accurate
- You have edited your written work – check for proper grammar and spelling mistakes
- Read your written submissions over – does it make sense, does it flow, is it interesting, is it neatly put together and is it true.
- Remember, these organizations are generous and are wanting to give you money – always be respectful and appreciative – nobody is obligated to give you anything. Put your absolute best effort into these applications.
- Read the specifics for each scholarship/bursary – make sure you submit everything they ask for.
- **DO NOT LEAVE THIS TO THE LAST MINUTE!!!**
- If you need assistance, ask.

- **Bulkley Valley Credit Union Bursary**
- **Dave Jones Memorial Bursary**
- **District of New Hazelton Scholarships**
- **Dr. Peter Newbery Scholarship**
- **Hazeltons' Community Bursary**
- **Jodi Rush Memorial Scholarship**
- **Judith Anderson Memorial Scholarship**
- **Kispiox Valley Community Centre Association Bursary**
- **Kispiox Music Society Bursary**

- **Kispiox Woodlot Association Bursary**
- **Kitwanga Community Associaton Bursary**
- **Marjorie McRae Memorial Bursary**
- **Mountainview United Church Healthy Life-Styles Bursary**
- **Polly Sargent Memorial Bursary**
- **Riverwatch Bursary**
- **Roy Vickers Bursary Award**
- **Ruth Harvey Memorial Art Scholarship**
- **Skeena Lions Club Bursary**
- **Skeena TV Association**
- **Smitehrs Rotary Club**
- **Storytellers' Foundation: Alice Maitland Citizen Engagement Bursary**
- **Three Rivers Pharmacy Scholarship**
- **Upper Skeena Development Society Bursary**
- **Upper Skeena Teachers' Union Bursary**
- **Village of Hazelton Bursary**
- **WILP SI'SATXW Bursary**
- **Wrinch Memorial Hospital Auxiliary Bursary**