



THE FEDERATION
of COMMUNITY SOCIAL SERVICES *of* BC

2012
Bursary
Application

Submission Deadline: 04 May 2012

Bursary Guidelines

Bursary Value, Timelines and Focus

The Federation of Social Services of BC (FCSSBC) Youth in Care bursaries assist young people in and from care with the financial costs of tuition, books, and supplies for academic, technical or vocational training or academic upgrading. This bursary is available to a maximum of \$2,000 per academic year (two semesters). Bursary funds awarded must be utilized by the September semester of subsequent year after application. Your education plans must relate to a career in the fields of Social Services, Health, Education or Social Justice.

Please note that the funds awarded are raised through fundraising efforts and the total amount we have to award varies from year to year. As such, the number of bursaries awarded each year, and the monetary value of the awards, will vary.

The Bursary Selection committee appreciates the work, time and effort that applicants make in applying for funding each year, and endeavour to recognize as many as possible in a meaningful way through this fund.

Eligibility

1. You are currently in care, a former youth in care either under a continuing custody order (CCO) or temporary custody order (TCO, Voluntary Care Agreement or Special Needs Agreement) or Youth Agreement in B.C. under the *Child, Family and Community Services Act*.
2. You are a Canadian Citizen or a Landed Immigrant.
3. You are 25 years old or younger in the year of your application
4. You are currently planning to enrol in a post-secondary academic, technical or vocational program in a recognized public post-secondary institution.

Application Deadline

Bursary applications must be received by the Federation office by 4 May 2012.

Privacy

All applications and other information will be held in the strictest confidence. The Federation of Community Social Services of BC will not disclose personal information for any new purpose without first identifying the new purpose and obtaining your consent, unless required by law. Copies of applications and supporting material will be destroyed after the selection process is complete.

Bursary Application Procedure

Applicants are requested to submit all the following information. Use this checklist to ensure you have completed all components of the application. Detailed information on what to submit is included following the checklist.

Step One –Introduction Letter

Applicants are requested to write and submit a short letter introducing yourself to the selection committee. This letter should be 250-300 words in length.

Step Two – Student Profile

Applicants are requested to complete and submit the following forms:

- a. Personal Information
- b. Care Status information

Step Three – Education and Life Goals

- a. Education History (see attached form)
- b. Answer the education and life goal questions on a separate piece of paper
- c. Educational Institutions (see attached form)
- d. Current School transcripts
- e. Letter of acceptance to a applicable institution

Step Four-Financial Information

Complete attached form.

Step Five – Letters of Reference

Submit two letters of reference from people in the community who have known you for at least two years. These could be from your principal, teacher, employer, social worker, counsellor, foster parent, community volunteer, or doctor. We suggest that one of your letters is written by your principal or teacher, and that both letters refer to your strengths, personal characteristics, potential, and motivation.

Step Six- My Achievements and Successes

Answer the achievement and success questions on a separate piece of paper.

Step Seven-Submit application

Drop off, mail, fax or email your application package by **MAY 4, 2012** to:

The Federation of Community Social Services of BC
Bursary Selection Committee
2nd Floor, 526 Michigan Street
Victoria, BC V8V 1S2
Email: info@fcssbc.ca Fax: 250.480.7396

Applications received after the deadline will not qualify for consideration. Successful applicants will be advised of the status of their application by a written letter within 3 weeks of the application deadline.

Please inform us immediately if you move or change your contact information. If we are not able to connect with you, you will not qualify for consideration.

Questions or assistance about the application process, please contact:

**The Federation of Community Social Services of BC
Telephone: 250.480.7387**

Fax: 250.480.7396
Email: info@fcssbc.ca

Date of Application:

STUDENT PROFILE FORM

Personal information:

Full name: _____

Birth date (dd/mm/yyyy): _____ Age: _____

Current Grade in School: _____

Current Address: _____

City: _____ Postal Code: _____

Telephone Home: _____ Cell: _____ Other _____

E Mail _____

Address while in school (if different than above)

Street: _____

City: _____ Postal Code: _____

Care Status Information:

1) Please describe your most recent status with the Ministry of Children and Family Development (MCFD):

a) Continuing Care Order (CCO or Permanent Ward):	From (year)	To (year)
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OR

b) Temporary Care Order (TCO, Voluntary Care Agreement, Special Needs Agreement) or Youth Agreement:	From (year)	To (year)
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2) Social Worker Information (In order to verify your care status, we may need to follow-up with your current/last Social Worker.)

Name of your most recent Social Worker / Delegated Agency Worker:	Worker Phone #: (____ - ____ - _____) Name of Organization:
Street Address:	City _____ Postal Code _____

EDUCATION HISTORY

Most recent level of education **completed**: _____

Name of last school attended, or school where your most recent level of education was completed:

Name: _____

Address: _____

City: _____ Postal Code: _____

EDUCATION AND LIFE GOALS

Please use separate sheets of paper to share with us your educational goals and future plans for the next 1 to three years using the following questions as a guide:

1. Outline your education plans and goals over the next three years
2. If everything goes according to plan what do you think your life will look like in 4 years?

EDUCATIONAL INSTITUTIONS

Please list the institutions that you have applied to, plan to apply to, or are currently attending. If you are a current student, please supply your student number for that institution and a copy of your most recent transcript.

Also, **submit a copy of your Letter of Acceptance from the school(s)** you will be attending (if available, or explanation, if not available), where your **courses will lead to a career in the fields of Social Services, Health, Education or Social Justice.**

#1	Name of School or Institution:	
	Student Number:	
	Date Applied:	
	Intended program of study:	
	Program Length (yrs/ semester/ hrs)	
	Full-time program?: <input type="checkbox"/> Yes <input type="checkbox"/> No	Part-time program?: <input type="checkbox"/> Yes <input type="checkbox"/> No

	Date Accepted:	
	# of additional years/ semesters/ hours required for completion:	

#2	Name of School or Institution:	
	Student Number:	
	Date Applied:	
	Intended program of study:	
	Length of program (yrs/ semester/ hrs)	
	Full-time program?: <input type="checkbox"/> Yes <input type="checkbox"/> No	Part-time program?: <input type="checkbox"/> Yes <input type="checkbox"/> No
	Date Accepted:	
	# of additional years/ semesters/ hours required for completion:	

FINANCIAL INFORMATION:

Have you applied for the Youth Educational Assistance Fund (YEAF) through the Federation of BC Youth in Care Networks? Yes No

If yes, did you receive it? Yes No Amount \$ _____

Have you applied for educational funds through the Agreements with Young Adults (AYA) Program? Yes No

If yes, did you receive it? Yes No Amount \$ _____

Have you applied for other scholarships and bursaries? Yes No
 Have you applied for any student loans? Yes No

Please outline your estimated income and expenses for the next school year:

Income	Estimated Amount	Has this been confirmed?
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Scholarships/Bursaries/YEAF/AYA	\$	Yes/No
Student Loans	\$	Yes/No
Employment Income	\$	Yes/No
Total Income	\$	
Expenses	Estimated Amount	Has this been confirmed?
Tuition	\$	Yes/No
Books/ instruments/supplies	\$	Yes/No
Living Expenses	\$	
Total Expenses	\$	

OTHER SOURCES OF INCOME:

List any other sources of income _____

SHORTFALL (Amount needed):

Based on the above, how much are you short? _____

MY ACHIEVEMENTS AND SUCCESSES

Please use separate sheets of paper to answer the following three questions:

1. Please describe the personal achievements and/or successes you are most proud of. (These are what you define as success. Remember there is no perfect or right answer).
2. Select two examples from your list of school or community activities. Explain how each one has provided you with opportunities for personal growth.
3. Is there anything else that you would like to tell us about yourself?

FINAL STEP: APPLICATION CHECKLIST

Before sending in your application, please make sure you have enclosed/ attached:

1. Introduction Letter
2. Student Profile
 - Personal Information form
 - Care Status information form

3. Education and Life Goal Information
 - Education History form
 - Answers to the education and life goal questions on a separate piece of paper
 - Educational Institutions form
 - Current School transcripts
 - Letter of acceptance to a applicable institution/explanation if no letter available
4. Financial Information form
5. Two Letters of Reference
6. Achievements and Successes Information
 - Answers to the achievement and success questions on a separate piece of paper