

Title: Postsecondary Scholarships

Policy No: 8008

Effective Date: February 28, 2023

Motion Number: 23.02.113

Supersedes Policy No: 1028 and 1032

Department: Community Services

Review Date: February, 2023



Legal References:

Canada Revenue Agency – Taxable scholarships, fellowships, bursaries, and artists' project grants

Cross References:

Not Applicable

Purpose: Greenview Council wishes to support applicants pursuing postsecondary education in trades and apprenticeship fields, college, and university. This policy seeks to provide financial assistance for individuals as they make meaningful contributions to their community.

1. DEFINITIONS

- 1.1. **Degree Program** means an integrated course of study leading to an academic degree.
- 1.2. **Greenview** means the Municipal District of Greenview No. 16.
- 1.3. **Resident of Greenview (Resident)** means an applicant who resides, normally resides in, or whose parents reside in Greenview.
- 1.4. **Trade-Diploma Program** means a program of study that leads to the granting of a diploma, certificate, or involves a trade or apprenticeship program.

2. POLICY STATEMENT

- 2.1. Greenview Council will budget funds to assist Greenview residents in their pursuit of higher education.
- 2.2. Applicants may apply for a scholarship each year they are enrolled in a Trade-Diploma Program or a Degree Program.
- 2.3. The deadline for applications shall be the 30th of June annually.
- 2.4. If a successful applicant decides not to attend a post secondary institution after being awarded the scholarship:
 - A) The funds will be returned to Greenview from the successful applicant;
 - B) Administration will attempt to award the scholarship to the next successful applicant; and
 - C) Advise Council of the matter.

3. TRADE-DIPLOMA PROGRAM SCHOLARSHIP

- 3.1. Greenview Council shall dedicate \$15,000 in the annual operating budget for Trade-Diploma Programs.
- 3.2. Applicants enrolled in a Trade-Diploma Program are eligible for a \$1,500 scholarship.

4. DEGREE PROGRAM SCHOLARSHIP

- 4.1. Greenview Council shall dedicate \$25,000 in the annual operating budget for the Degree Program scholarships.
- 4.2. Applicants enrolled in a Degree Program are eligible for a \$2,500 scholarship.

5. APPLICANT RESPONSIBILITIES

- 5.1. Applicants must ensure that their application is complete and submitted to Greenview prior to the application deadline.
- 5.2. In the application, applicants shall outline how they meet the following criteria:
 - A) Greenview residency;
 - B) Financial need;
 - C) Community involvement, volunteerism, or extracurricular activities;
 - D) Participation in a work experience program or other work placement program (applicable for Trade-Diploma Program only);
 - E) Academic achievement; and shall
 - F) Submit a non-family character reference.
- 5.3. Successful applicants must provide proof of enrollment, student ID number, name of academic institution, program of study, complete the social insurance number (SIN) form, and provide receipt of tuition.

6. COUNCIL RESPONSIBILITIES

- 6.1. Council will annually approve the Greenview Postsecondary Scholarship recipients based on Administration’s recommendations.

7. ADMINISTRATION RESPONSIBILITIES

- 7.1. Administration will establish a matrix to effectively evaluate scholarship applications.
- 7.2. Administration will annually accept and prepare scholarship applications.
- 7.3. Administration shall present the applications to Council for final approval.
- 7.4. Administration will notify all applicants of Council’s decision.
- 7.5. Upon satisfying the requirements listed within Section 5, Administration will send the scholarship directly to the successful applicant.