

## Scholarship Guidelines

### Eligibility:

You must:

1. Be enrolled and attending classes at a college recognized by and funded by the respective provincial government with the intent of pursuing a career in the trades or other college certification or have applied and will be attending classes in the coming semester.
2. Be a resident of Lambton County;
3. Be a Canadian Citizen or landed immigrant;
4. Have financial need as demonstrated by the application document;
5. Provide evidence of community involvement.

### Application & Payment Process:

1. Mail or deliver a paper copy of your application to the Foundation office **109 Durand St., Sarnia ON N7T 5A1** before the deadline of **March 30th** (if the 30<sup>th</sup> is a weekend day then the deadline moves to the next business day). Emailed copies cannot be accepted.
2. Once SCF has the application:
  - An email acknowledging the receipt of the application will be sent.
  - All applications are forwarded for consideration to the Scholarship Committee.
  - The Scholarship Committee may contact your references and may also contact you if they need more information.
  - Successful applicants are notified after the decision is made by phone and email. The award will be made by cheque to the recipient or to the academic institution as determined by the recipient.
3. The award will be made once confirmation of enrollment is received. Scholarships are awarded on the understanding that the funds will be used to cover the cost of attending a programme of studies and may be directed to the academic institution.
4. Funds will be released at a mutually agreed date and time to be determined by the Scholarship Committee and the Sarnia Community Foundation. Scholarship recipients are expected to attend the presentation in person.
5. The award may be renewable subject to satisfactory performance and reapplication.

For more information, contact the Grants Administrator  
Please contact our office if you require assistance filling out the application.  
Phone : 519 332 2588 E-mail : [office@sarniacommunityfoundation.ca](mailto:office@sarniacommunityfoundation.ca)

*The Sarnia Community Foundation has a privacy policy that protects personal information. Any personal information requested on this application will only be used to assist with the assessment of the application. A copy of the application form and supporting documents may be kept for audit purposes.*

## PERSONAL INFORMATION

Name

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Address

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Postal Code

Telephone

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Email

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**INFORMATION TO BE INCLUDED** A completed application form Proof of residency in Lambton County (copy of a drivers' license, bills related to occupancy etc.) TWO letters of recommendation

These must be written on your behalf by someone other than a family member or relative. One should be from an individual qualified to speak on your academic potential. The second should be from someone who has knowledge of your community involvement.

 Information about your academic performance

This should include an official transcript. Students anticipating graduation after the deadline should submit a copy of their latest report card and a Grade 11 transcript.

**Please Note:**

Should you be selected as the scholarship recipient you will be required to provide the Foundation with your full legal name, date of birth and your Social Insurance Number. This information is required for audit purposes at the Foundation and will only be used as required by the distribution of scholarship funds. This must be received prior to the funds being released.

**Applicant Information**

1. How long have you been a resident of Lambton County? \_\_\_\_\_ years
  2. What programme of studies are you enrolled in or are you planning to take?
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3. Your financial needs will be carefully considered as part of this application. Please provide details of your financial resources. Specify whether you will be able to attend the programme you have chosen without financial aid in the form of a scholarship. You may wish to use the chart below to support your application.

Income		Estimated expenses	
Summer Work		Living expenses- rent, food, utilities	
Part Time Work		Tuition including application fees	
Scholarships/Bursaries		Books	
Parent/spouse contribution		Lab Fees , Equipment Purchase	
Other (Savings, RESPS etc.)		Miscellaneous (medical, dental, transportation etc.)	
Total		Total	

Further details or explanation:

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4. Describe what led you to choose this field of study

5. What are your career goals?

6. Have you approached other sources of support?  Yes

No

Name

Amount

Confirmed

Unknown

Name	Amount	Confirmed	Unknown

7. Describe the volunteer positions you have held, including the length of time served.

8. Outline any extracurricular involvements or achievements

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9. Please outline your plans to contribute to the development of others as you embark on your career.

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10. Please give details of your employment history, including duties and responsibilities.

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**Declaration:**

**I certify that the information in this application is true and accurate. I have reviewed the content of this application and agree to abide by its provisions if awarded the Society of St Vincent de Paul/J&JY Trades Scholarship.**

I acknowledge and accept that should my application be successful that the funds will be used for the purposes outlined in this application and for no other purpose, unless permission is sought and obtained in writing in advance from the Sarnia Community Foundation.

By signing the application, I agree to the expectations of scholarship recipients and give SCF permission to publish my name in print and via SCF social media channels. All other information will remain confidential.

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Name – PLEASE PRINT

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Signature of applicant

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Date