

## Charles Hays Scholarship and Bursary Application Process Important Information for Applicants

Each student is to fill out an application neatly in **pen** (It can also be typed.)

**Please attach** a biographical essay to your application. This essay tells the donors who you are, your educational plans and future goals, your accomplishments, school and community extracurricular activities and service, and also why you need financial assistance. Take your time, as this essay may be a deciding factor!

It is important that you **do not** include a peer as a reference, use a family friend, teacher, coach or employer.

Go through the application with your parents as they would know if they or your relatives are connected to an organization.

**You will be required to put together an application package for the following organizations and when completed hand them to Ms Bryant or Ms Offutt.**

Organization	Criteria
Canadian Parents for French	Application, Essay and French cover letter
CUPE	One page application is required Obtain from Ms Offutt, Ms Bryant or Ms Kennedy in the Counselling Office.
Fil-Can Association	Application, Essay, Two personal references (one from a teacher), Affiliation
Harvey Taylor Bursary and Prince Rupert Lions	Application, Transcript, Essay, Affiliation
Ladies of the Royal Purple	This is not offered this year
Loyal Order of the Moose	Application, Essay
Luso Portuguese Club	Application, Essay, Transcript, Affiliation
Knights of Columbus	This is not offered this year
Making Healthy Choices	Application, Essay, Additional 1 page essay on a drug free life, drug prevention activities, and statement of support with references. <b>This has not been confirmed at the time of printing.</b>
Mystic Education and Safety Bursary	Application, Essay , Additional essay with volunteer <b>hours</b>
Northcoast Artists Cooperative	Application, Essay and Portfolio
Port Edward Volunteer Fire Dept	Application, Essay, Volunteer experience in Port Ed or PR
Prince Rupert Community Arts	Application, Essay, Transcript, Reference from Fine Arts teacher
Prince Rupert Firefighters	Application, Essay
Prince Rupert Grain	Application, Essay, Transcript, Letter of acceptance, Affiliation
Prince Rupert Lions Club	Application and Essay
Prince Rupert Port Authority Legacy Scholarship	Application, Essay, Transcript, Reference letter, Transportation essay, Acceptance letter

<b>Prince Rupert Regional Hospital Auxiliary</b>	Application, Essay, Transcript, Letter of acceptance
<b>Prince Rupert Special Events</b>	Application, Essay, Additional paragraph detailing your volunteer experiences and how these experiences have influenced their understanding of community spirit
<b>Prince Rupert Vietnamese Association</b>	Application, Essay, Additional application
<b>Royal Canadian Legion</b>	Application, Essay, Transcript, Additional legion application, service number or copy of service record detailing relative's Canadian Forces membership, Affiliation
<b>RCMP</b>	Application, Essay, Brief write-up outlining community involvement
<b>Rupert Runners</b>	Application, Essay, a List of runner events that you volunteered for and a Video describing why they should be selected.
<b>Rupert Wood 'n Steel</b>	Application, Half page essay explaining why you have chosen the trades and a Reference from a teacher as to why you would be a good candidate
<b>Vopak</b>	Application and Essay. Essay should include a brief introduction, why you chose your area of study, details of academic /career aspirations and an example of experiences that will help make you successful in your new endeavor

**There are two additional awards the Ruth Harvey Memorial Art Scholarship and the Skeena Sawmills Scholarship applications included at the back of the application that you submit to them directly to those organizations.**

Assistance in preparing the packages will be provided by Ms Bryant and Ms Offutt. We will set up times for photocopying and printing afterschool.

Although the packages look like a lot of work, remember for the little time you take putting the package together, an award may be worth as much as \$5000. How many hours would you work at McDonalds or Timmy's to make \$5000. Do the Math.