



\$1000 BCAEA Student Bursary

This bursary is intended for a graduating student who plans on attending a post-secondary institution or education/training program, and who is or who has been enrolled in an alternate education program. Five awards of \$1000 are available.

Student: Please provide all of the following:

Last Name:		First Name:	
Mailing Address:	City:	Postal Code:	Phone #:

- This completed application form. It is a fillable PDF form for easy completion.
- A written statement of 150 words outlining how your alternate program has helped you, the progress you have made towards your goals, your future plans, and how this award will help you achieve them.
- A personal resume that includes your Social Insurance Number (SIN). You must have a SIN to apply for this award as the BCTF cannot forward bursary funds without it.
- Two reference letters, neither of which is from a relative or your sponsor teacher.

Important:

- You must claim your award within 18 months of winning. Awards unclaimed after 18 months have expired and are no longer valid.
- Bursary cheques are sent directly to bursary winners after we receive verification of registration at a post-secondary institution or in an education/training program. Send your proof of registration to the BCAEA Awards Chair, at the email address below.
- **The deadline for applications is March 15 each year.**

Teacher: Please provide all of the following:

Last Name:		First Name:	
School or Program:	Email:	Phone:	

- A signed letter of support from you that outlines the student’s background and why they are in an alternate program, and includes the rationale for recommending the applicant. Generic form letters or letters written by someone other than the sponsor teacher will not be considered.
- A student biography (maximum 75 words) **written by you, their sponsor teacher**, that highlights their challenges, achievements and goals. Winners’ biographies are published, so please keep that in mind when writing.
- A high quality, colour, head and shoulders photo in JPEG format of your student shot against a neutral background.
- Proof of student or parent/guardian permission for us to print winner’s photo and biography in our newsletter.**

Important:

- **Sponsor teacher must be a current member of the BCAEA.** If you aren’t sure, please check with the BCTF.
- **Sponsor teacher must email complete application package** with two attachments only: A single PDF containing a scan of all the required documents, and the digital photo file in JPEG format.
- We get a lot of applications, so please make the subject of your email meaningful, e.g. *\$1000 Bursary Application – Jane Smith*. It helps ensure that applications don’t get lost!
- If you don’t have access to a scanner, contact the Awards Chair to see if other arrangements are possible.
- **It is the applicant’s responsibility to submit a complete application.**
- **Regretfully, applications that are incomplete or received after the deadline cannot be considered.**

Send To: BCAEA Awards Chair

awards@bcaea.com