COPE LOCAL 521 APPLICATIONS FORM

STUDENT'S NAME: _____

PARENT'S NAME: _____

LOCATION OF PARENT'S EMPLOYMENT: _____

INSTITUTION & PROGRAM WHERE ACCEPTED:

_____

_____

Acceptance letter to accompany this application.

COPE LOCAL 521
TERMS OF REFERENCE
BURSARY COMMITTEE

Mandate/Objective

The COPE Local 521 Employee Bursary Fund is to support employees by providing a financial assistance award for their children/legal dependants in their post secondary education. The bursary is to encourage the children/legal dependants of its members to further their education in a field of their choice at an approved institution, university, college or technical institute for an upcoming educational session.

Committee Structure and Membership

The COPE 521 Bursary Committee consists of a group of union members who are interested and committed to creating an opportunity for members' children/legal dependants for further post secondary education.

Communication

The Bursary Committee will report to the members on an annual basis regarding the status of the bursary applications, etc.

Requirements

All applications must be received no later than May 6th each year.

Bursary applications shall be directed to the COPE Local 521 bursary committee. Each application shall include:

- Student's name,
- Parent's name,
- Location of parent's employment,
- Institution including program where accepted,
- Institutional acceptance letter
- COPE Local 521 application form

Conditions

The Bursary Committee will award four (4) bursaries in the amount of $250 each year. This amount may be amended from year to year upon approval of the membership.

- Bursary will be paid directly to the successful applicants upon receiving proof of full time enrolment in the 2nd term in an approved educational program.

Eligibility

To be eligible, applicants must be a son/daughter or legal dependant of a member in good standing.

Applicants for the award must be registered as evidenced by an institutional acceptance letter, as a full time student in an approved program of study in a public university, college, or technical institute for an upcoming educational session.

Bursary Awards

Four (4) bursaries will be awarded each year in the amount of $250.00.

Applicant is eligible to receive on (1) bursary. Unsuccessful applicants may reapply so long as they are still enrolled in an approved program. However may only receive bursary once. Applicants will not be considered if they have already received a bursary from COPE Local 521.

Deferral

Payment may be deferred due to extenuating circumstances with confirmation from the post-secondary institution of acceptance into an approved program and upon review of the Bursary Committee and the Local 521 Executive. A written letter must be received from the student no later than the last day of the first month of the semester/term in which the award applies.