

French Language Bursary Program for Nova Scotia Students

OBJECTIVE

To encourage students to pursue full-time studies at Université Sainte-Anne or another francophone institution in Canada, where French is the language of instruction.

BURSARY VALUE

BURSARY FOR STUDENTS ENTERING POST-SECONDARY EDUCATION: \$2000

If this is the first time you will attend a post-secondary institution, or you have a maximum of 1.0 post-secondary credits (6 credit hours), you are eligible to apply for \$1000 per semester, for up to two consecutive semesters. You may be awarded the \$2000 bursary only once.

BURSARY FOR STUDENTS WITH SOME POST-SECONDARY EDUCATION: \$1000

If you have 1.5 post-secondary credits (9 credit hours) or more, you are eligible to apply for \$500 per semester for up to two consecutive semesters. You may be awarded the \$1000 bursary only once.

LIFETIME LIMIT:

\$3000 for students who, at the time of application, have obtained 1.0 post-secondary credit or less.

\$1000 for students who, at the time of application, have obtained 1.5 post-secondary credits or more.

ELIGIBILITY CRITERIA

1. Be a full-time post-secondary student registered at Université Sainte-Anne or registered at a Canadian francophone institution outside of Nova Scotia, in a program of study not available at Université Sainte-Anne

Note: Applicants who hold a valid Nova Scotia Teaching Certificate must apply for the French Language Bursary for Teachers.

2. Be a Canadian citizen or permanent resident.
3. Be a resident of Nova Scotia and meet Nova Scotia Student Assistance residency requirements:
You must be a Canadian citizen or permanent resident, having resided in Nova Scotia for 12 months prior to July 1 of the current year. Out-of-province students residing in Nova Scotia for the purpose of attending university or another post-secondary institution do not qualify. For more information about residency requirements, please visit the Nova Scotia Student Assistance website at novascotia.ca/studentassistance/.

APPLICATION DEADLINES

Students with 1.0 post-secondary credit or less: **May 15**

Students with 1.5 post-secondary credits or more: **September 30**

COMPLETE APPLICATIONS MUST BE RECEIVED ON OR BEFORE THE APPLICATION DEADLINE:

- When submitting by registered mail (recommended): postmarked on or before the due date
- When submitting by regular mail: marked "Received" by program staff, on or before the due date
- When submitting by e-mail: received electronically by 11:59 pm on the due date

Notes:

Late or incomplete applications will not be processed.

Once your application has been received by staff in the French Program Partnerships Division, you can expect an acknowledgement of receipt by e-mail.

SELECTION PROCESS

Bursaries are awarded based on academic grades obtained for the most recently completed academic year and a cover letter detailing your school and community involvement.

You will be advised by mail within 6 weeks after the application deadline whether you have been awarded a bursary or not.

A limited number of bursaries are available each year. Those who do not receive a bursary are placed on a wait list for the current academic year.

BURSARY CONDITIONS

1. If awarded a bursary, you must report any changes from the approved program of study to the French Program Partnerships Division to verify continued bursary eligibility.
2. Once awarded a bursary, you must maintain a term GPA of at least 3.0 (letter grade B) to receive the balance of the bursary in the following term.
3. You must complete at least 1.5 credits (9 credit hours) taught in French per semester.
4. Provided you meet the above conditions, you do not need to re-apply for the \$1000 portion of the bursary in your second year (this applies to those who were offered a \$3000 bursary).
5. Following completion of courses, students must provide an official transcript of their marks for the bursary to be paid out. The official transcript must include the institution's seal/stamp and must be sent to the French Program Partnerships Division at the Department of Education and Early Childhood Development.

6. Bursaries are paid directly to Université Sainte-Anne in the student's name. Students attending all other institutions receive a cheque addressed directly to them.
7. If bursaries are considered taxable income under the Income Tax Act of Canada in the year they are awarded, then the Nova Scotia Department of Finance will issue documentation for tax purposes. Refer to the Canada Revenue Agency website for more information.

REQUIRED DOCUMENTS

PLEASE SUBMIT THE ATTACHED APPLICATION FORM ALONG WITH THE FOLLOWING:

1. completed application form
2. cover letter detailing your involvement in your community and most recent educational institution
3. résumé
4. most recent official transcript of marks with institution's seal – submitted in an envelope sealed by the institution OR submitted electronically from the Registrar's e-mail address
5. proof of Canadian citizenship or permanent resident status – a photocopy or scan of your birth certificate, passport, citizenship card, or permanent residency card will be accepted
6. proof of social insurance number – a photocopy or scan of SIN card, Confirmation of SIN letter from Service Canada, or other documentation showing your SIN, will be accepted

APPLICATION FORM

APPLICANT INFORMATION

Surname: Name:

Social Insurance Number: Date of birth:

Permanent address:

City: Province: Postal code:

Telephone: E-mail:

Citizenship status: Canadian citizen Permanent resident

PROGRAM AND BURSARY INFORMATION

Institution I will attend:

Degree/program I follow/will follow:

Duration of program: Year of study for which I am applying: 1st 2nd 3rd 4th 5th Bursary requested for: 1 semester 2 semesters

I have previously received a bursary through this program: yes no If yes, indicate year and amount received:

I am applying for the \$2000 bursary I am applying for the \$1000 bursary

Attachment checklist

- completed application form
- photocopy or scan of proof of citizenship or permanent resident status – birth certificate, passport, citizenship card, or permanent residency card
- photocopy or scan of proof of social insurance number – SIN card, Confirmation of SIN letter from Service Canada, or other documentation showing SIN
- most recent official transcript with institution's seal – submitted in an envelope sealed by the institution OR submitted electronically from the Registrar's email address
- résumé
- cover letter

Submission options: registered mail or email

Submit your completed application and accompanying documents to:

BOURSES@novascotia.ca

OR

French Program Partnerships Division
Department of Education and
Early Childhood Development
PO Box 578, Halifax, NS B3J 2S9

Notes:

1. Applicants are not guaranteed a bursary. Those who do not receive a bursary are placed on a wait list for the current academic year.
2. If disputes arise about deadlines, evidence of receipt will be
 - a. the date a registered letter was postmarked
 - b. the date regular mail was marked as received by the French Program Partnerships Division
 - c. the time code on a received e-mail message

Applicant's declaration and authorization

I **declare** that all information given is complete and true, that I have answered all questions applicable to me on this form, that I will be a full-time student for the academic period stated, and that I will be taking the program specified above.

I **understand** that my application is subject to verification.

I **authorize** the institution I will be attending to release to the Nova Scotia Department of Education and Early Childhood Development, upon request, all information concerning my post-secondary enrolment.

Signature:

Date: