

# Greater Victoria CUPE Scholarship Award Application Form for 2024

Use this form to apply for an award if you will be registered for courses at an accredited public or private post-secondary educational, vocational, or career training institution, anywhere in the world, for the academic year of 2024-2025.

## Who is eligible to apply?

1. Student's parent/guardian is currently an active member of a Greater Victoria CUPE local that participates in the scholarship fund. Participating locals are
  - CUPE 410**
  - CUPE 788**
  - CUPE 917**
  - CUPE 951**
  - CUPE 2011**
  - CUPE 2081**
2. Student is registered for full-time or part-time studies.
3. Student has not previously been awarded a scholarship from this committee.

## What do I need to send with this application?

1. A letter introducing yourself. You may want to include your achievements, educational goals, employment aspirations, community involvement, obstacles you have had to overcome, etc. Tell the committee why a scholarship should be awarded to you. Maximum 500 words, typed, double spaced.
2. Copy of your transcripts from your most recently completed academic term. These can be from high school, college, university, or a combination of these.
3. Proof of registration the 2024-2025 academic year. Proof of admission/acceptance is **not** proof of registration and will not be accepted.
4. Reference letter with contact information from a non-family member. **Only one letter will be accepted.**

## How are awards determined?

The Greater Victoria CUPE Scholarships will be awarded based on a combination of course transcripts, the personal letter, and the letter of reference. The Greater Victoria CUPE Scholarship Committee reserves the right to verify application information. This includes, but is not limited to, communicating with any person providing a support document for this application. All applications will be dealt with in the strictest confidence and will be securely destroyed after the awards are distributed. By signing the application, the student agrees with the terms of this scholarship.

Completed applications *must be received by*  
October 15, 2024.

## Frequently Asked Questions

- 1. I have a photocopy of my official transcripts; can I use that instead of ordering a new official copy?**  
Yes. Photocopies are acceptable.
- 2. Can I give my application to my local's scholarship committee member?**  
No. All applications must be emailed to [gvcupescholarshipcommittee@gmail.com](mailto:gvcupescholarshipcommittee@gmail.com)
- 3. Can I drop my application off in person?**  
No. All applications must be emailed to [gvcupescholarshipcommittee@gmail.com](mailto:gvcupescholarshipcommittee@gmail.com)
- 4. What if I am not the biological child of the CUPE member?**  
This award is designed to financially assist CUPE members with the expenses involved in supporting a child through post-secondary education. If you are a part of the CUPE member's family unit and the other eligibility requirements are met, then you can apply. If you need further clarification, please contact one of the GV CUPE scholarship committee representatives.
- 5. How much is the award?**  
The amount of the award varies based on contributions from participating CUPE locals.
- 6. How does the scholarship committee determine who shall receive an award?**  
The award recipients are determined based on a number of combined factors: your transcripts, your introduction letter, and your reference letter. You will be at a disadvantage if your application does not include each of these items. The committee strives to award at least one student from each of the participating locals. When there are no applicants from one or more of the participating locals, the committee will choose from the greater applicant pool.
- 7. When will I find out if I am receiving a scholarship award?** The scholarship committee meets in the fall to review applications and to determine the award recipients. The committee will advise all applicants whether or not they will receive an award. Cheques are typically mailed out in November.
- 8. I was not awarded a scholarship and would like to appeal the committee's decision. How do I do that?**All of the committee's decisions are final and there is no appeal process. This scholarship is awarded competitively, and the competition can be close. If you remain eligible in future years, you are welcome to apply again.
- 9. I have received a scholarship from this committee in the past. Can I apply again?**  
No. If you have previously been awarded a scholarship from this committee, you are not eligible to apply again.
- 10. I would like to thank the committee for my scholarship. To whom do I send my thank you email?**Thanks can be emailed to [gvcupescholarshipcommittee@gmail.com](mailto:gvcupescholarshipcommittee@gmail.com) or sent by post to  
GV CUPE Scholarship Committee  
C/o Erica Burns  
McPherson Library A212  
University of Victoria  
3800 Finnerty Road  
Victoria, BC V8P 5C2

<b>Name:</b>
<b>Mailing Address (Where would you like the cheque sent?):</b>
<b>Phone number:</b>
<b>Email:</b>
<b>Post-Secondary Institution you attend:</b>
<b>Months you will be a student for the 2024-2025 academic year:</b>
<b>Courses you will be taking (name and number: e.g., English 151 – Academic Writing):</b>

<b>CUPE Local:</b>
<b>CUPE member's name (parent/guardian):</b>
<b>CUPE member's work phone number:</b>
<b>CUPE member's email:</b>
<b>Applicant's signature:</b>

**FINAL CHECKLIST:**

Your scholarship application package should be contained in **one email** and include these **five files as pdf attachments**:

	Completed application
	Personal letter of introduction
	Latest transcripts
	Proof of registration
	One reference letter

Please **email** completed applications and all required supporting documents to

**[gvcupescholarshipcommittee@gmail.com](mailto:gvcupescholarshipcommittee@gmail.com)**

Completed applications must be received by 11:59pm on October 15, 2024.