

AP 2203: Scholarships and Bursaries

The district strongly encourages its students to seek scholarships, awards and bursaries as a means to extend their educational goals. The district values equity, inclusion, and diversity when supporting scholarships and bursaries and their distribution to students.

Employees are expected to promote this involvement by being of assistance to the students in their schools in making timely decision regarding scholarships, awards, and bursaries.

Procedure

1. The school principal in consultation with staff members, will develop criteria and procedures to govern student awards at the school. These criteria and procedures of school-based student awards will be shared with students and parents on an annual basis.
2. The district will develop criteria and procedures to govern student awards adjudicated at the district level. These criteria and procedures of district awards will be shared with student and parents on an annual basis.
3. Interested students are to be counselled by counsellors and /or teaching staff on the appropriate scholarship, awards, and bursaries that are consistent with student goals and interests.
4. Students are to be given assistance by a school counselor and/or principal/vice-principal in completing application forms and written documentation in support of their application.
5. All scholarships, awards, and bursaries available to students in the school district will be:
 - 5.1 Outlined and explained at the school level to the eligible student body at appropriate times through the school year, keeping in mind the timelines of each scholarship, award and bursary;
 - 5.2 District adjudicated scholarships will be outlined and explained on the district website at appropriate times through the school year, keeping in mind the timelines of each scholarship, award and bursary;
6. Scholarships Selection:
 - 6.1 Where selection of recipients is the responsibility of the school, such selection will be made by a group of no less than three staff members. Fair process shall be followed and must adhere to the specific criteria outlined by each donor.
 - 6.2 Where selection of recipients is the responsibility of the district, the school shall ensure that all applications are forwarded to the district prior to the due date. Selection will be made by a panel of no less than three staff members. Fair process shall be followed and must adhere to the specific criteria outlined by each donor.
 - 6.3 District Authority Awards will be adjudicated based on the conditions and selection criteria outlined by the [Ministry of Education and Child Care](#) and as specified by SD8.
7. Eligibility for District Authority Awards
 - 7.1 Students selected as conditional recipients of the [District Authority Scholarship](#) must satisfy the following requirements by August 31 of their graduation year to be confirmed as a recipient and receive their scholarship voucher.



- 7.1.1 Meet core eligibility requirements as outlined by the [Ministry of Education and Child Care](#)
- 7.1.2 Fulfill the graduation requirements of either the B.C. Certificate of Graduation ([Dogwood Diploma](#)) or the B.C. Adult Graduation Diploma ([Adult Dogwood](#))
- 7.1.3 Meet criteria as determined by the student's local scholarship committee, including demonstration of outstanding achievement in one of the areas listed below.

District Authority Scholarship areas of focus are as follows:

- 7.1.4 Applied Design, Skills and Technology
- 7.1.5 Business, home economics, media arts, technology, tourism
- 7.1.6 Community service (volunteer activity, includes awareness of local, global and cultural issues.
- 7.1.7 Fine arts, dance, drama, music, visual arts
- 7.1.8 Indigenous languages and culture demonstrated at school or in the community
- 7.1.9 Languages
- 7.1.10 External Assessments or languages curriculum, including AP and IB courses
- 7.1.11 Physical activity (and health), athletics, dance, gymnastics
- 7.1.12 Technical and trades training
- 7.1.13 Coding, culinary arts, mechanics, robotics, woodwork

7.2 Students receiving a scholarship must:

- 7.2.1 Have fulfilled graduation requirements.
- 7.2.2 Be proceeding to a post-secondary program culminating in a diploma or a certificate of training within the specified timeframe of the scholarship.

8. Locally Funded

- 8.1 Criteria for students qualifying for locally funded scholarships and bursaries are attached to the information regarding each scholarship and/or bursary and are available at each secondary school or on the [District website](#).
- 8.2 To claim an award, students must provide proof of registration at a post-secondary institution.