



# SD5 DISTRICT AUTHORITY SCHOLARSHIP APPLICATION PACKAGE APPLICATION FORM

## 1) Personal Information

Name \_\_\_\_\_  
(Surname) (Given Names)

Date of Birth (month/day/year) \_\_\_\_\_

PEN Number \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

School that you will graduate from \_\_\_\_\_

I am a Canadian Citizen

I am a permanent resident (landed immigrant)

**Note:** Under the Income Tax Act, the Ministry of Education must issue scholarship recipients a T4A for the taxation year in which the scholarship cheque is issued. When redeeming a scholarship, recipients will need to provide a Social Insurance Number (SIN) for this purpose. Temporary SINs, beginning with '9', cannot be accepted.

## 2) Post-Secondary Plans

Which post-secondary program(s) do you plan to apply for?

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What are your long-term career plans?

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## 3) Area of Interest

Please check the one area of interest or strength that you will be presenting on (10 min.)

- Indigenous Languages and Culture**, demonstrated at school or in the community
- Fine Arts** (e.g., Visual Arts, Dance, Drama, Music)
- Applied Skills** (e.g., Business Ed, Technology Ed, Home Economics)
- Physical Activity** (e.g., Athletics, Dance, Gymnastics, not limited to Physical Education)



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- International Languages** with Integrated Resource Packages (IRPs) or External Assessments, including AP and IB courses
- Community Service** (Volunteer Activity), which includes demonstration of local and global issues and cultural awareness
- Technical and Trades Training** (e.g., Carpentry, Automotive, Mechanics, Cook Training)

### 4) Course work and extracurricular activities related to your area of interest

#### Grade 11 and 12 Courses

#### Teacher/Sponsor

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#### Extracurricular Activities

#### Teacher/Sponsor

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Please attach an unofficial transcript of grades.

### 5) Evidence of Achievement

This application requires that you provide evidence of outstanding achievement **in your chosen area of interest**. Please attach a one-page statement that highlights your achievements. Depending on your chosen area of interest, you will also be required to provide or participate in one or more of the following: portfolio, project, research paper, performance, presentation, demonstration, or interview. This should not exceed 10 minutes in length. Your school counsellor or local scholarship committee will provide you with more details. My presentation/performance method will be: \_\_\_\_\_

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\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

Please send completed application form by May 1, 2025 to:

Office of the Superintendent  
 School District 5  
 940 Industrial Road No. 1  
 Cranbrook, B.C. V1C 4C6  
[kelly.armstrong@sd5.bc.ca](mailto:kelly.armstrong@sd5.bc.ca)



# SD5 DISTRICT AUTHORITY SCHOLARSHIP APPLICATION PACKAGE

## APPLICATION PACKAGE: GUIDELINES

The District/Authority Scholarships recognize graduating BC students for excellence in their chosen area of interest or strength. These scholarships are intended to provide tuition assistance to students pursuing post-secondary education.

To win a scholarship, a student must apply to the local scholarship committee and:

- Meet the following basic eligibility requirements:
  - Must be a Canadian citizen or permanent resident (landed immigrant) at the time of registration in the school year for which the scholarship is awarded;
  - Must be a BC resident;
  - Must be (or have been at the time of receipt) enrolled in, or registered as a home schooler with:
    - A British Columbia public school (including Distance Learning schools), or
    - A Group 1, 2, or 4 British Columbia Independent School, or
    - A Continuing Education Centre.
  
- Meet criteria determined by the local scholarship committee, which requires a student to demonstrate outstanding achievement in any of the following focus areas:
  - **Indigenous Languages and Culture**, demonstrated at school or in the community
  - **Fine Arts** (e.g., Visual Arts, Dance, Drama, Music)
  - **Applied Skills** (e.g., Business Ed, Technology Ed, Home Economics)
  - **Physical Activity** (e.g., Athletics, Dance, Gymnastics, not limited to Physical Education)
  - **International Languages** with Integrated Resource Packages (IRPs) or External Assessments, including AP and IB courses
  - **Community Service** (Volunteer Activity), which includes demonstration of local and global issues and cultural awareness
  - **Technical and Trades Training** (e.g., Carpentry, Automotive, Mechanics, Cook Training)
  
- Fulfill the BC Graduation requirements of either the 2023 – EN English Graduation Program, the 2023 – FI French Immersion Graduation Program, or the Adult Graduation Program by August 31<sup>st</sup> of the student's graduating year.
  
- Have not previously received a District/Authority Award or a District/Authority Scholarship.



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A completed application for the District/Authority Scholarship must include the following:

- Complete application form
- Written statement describing your achievements in your chosen area of interest
- Interim transcript of grades
- Evidence of student work as determined by the scholarship committee

In addition to the student eligibility requirements, the Ministry of Education offers the following guidelines pertaining to application and adjudication processes:

- 1) Criteria, application forms, and selection processes should be consistent among schools within a school district/independent school authority.
- 2) Information about selection criteria and process should be posted on the district/authority web site.
- 3) Applications must include evidence of student learning or achievement in the chosen area of interest and may include but are not limited to:
  - a) Submission of a project/portfolio (electronic or hardcopy), display or video
  - b) Participation in an interview, performance, or demonstration
- 4) In addition to an application form, applications may include a selection of the following components:
  - a) Unofficial transcript;
  - b) Written statement of application or essay, outlining motivation for pursuing area of interest, impact of this involvement, highlights of achievement, personal/educational goals in this area and plan for attaining these goals; and
  - c) Evidence of other attributes such as, creativity, innovation, initiative, motivation, leadership, cooperation, good citizenship in school/community, attendance, punctuality, work habits.
- 5) Applications will be adjudicated by a local scholarship committee at the district/authority level. Committee members may include but are not limited to:
  - a) Teachers
  - b) School administrators
  - c) Superintendent of Schools or designate
  - d) School Trustees
  - e) Parent Advisory Council representatives
  - f) Municipal Council representatives
  - g) Local business representatives
  - h) Community representatives



## SD5 DISTRICT AUTHORITY SCHOLARSHIP APPLICATION PACKAGE

Areas of interest for each scholarship recipient will be recorded and reported back to the Ministry using the spreadsheet template provided each spring. School District 5 will strive for equitable distribution of scholarships across the areas of interest.

The Scholarship committee will make use of a scoring rubric based on a rating scale of Sections 3, 4 & 5 of the application package. This rubric covers **Areas of Interest, Courses of Interest** and **Evidence of Achievement**, with Evidence of Achievement having the most importance in the scoring rubric.