



2016/17 Bursary & Scholarship Program

Since 1990, the WRLA has demonstrated its commitment to continuing education by offering scholarships and bursaries to selected applicants of WRLA member employees and their dependents.

Seven \$1,500 bursaries and seven \$3,000 scholarships per academic year may be awarded to selected applicants who have been accepted as of September 2016 for their first or second year of studies at a recognized University, College, or Technical Program.

- Full and part-time employees, owners and their dependents, of WRLA retail, affiliate and associate member companies are eligible to apply.
- The applicant must be under 25 years of age at the time of application and entering their first or second year post secondary education on a full time basis. Full time student is defined as a minimum 60% of a full course load
- All employees must have been employed with the member firm for at least one year at the time of application and each member company must be a member of the WRLA for a minimum of twelve months prior to submission deadline.

Bursary (Definition)

Non-repayable sum of money presented to an eligible student who has demonstrated financial need and satisfactory academic record. Bursaries are awarded based primarily on financial need as opposed to academic merit.

Scholarship (Definition)

Non-repayable sum of money presented to an eligible student to help continue his/her studies. Scholarships are awarded based primarily on academic merit as opposed to financial need.

The Bursary and Scholarship Award Program may be altered, amended or discontinued at the discretion of the WRLA Board of Directors. *(As of January 2016)* The decision of the Scholarship and Bursary Selection Committee and the WRLA is final and not open to appeals. **A recipient is limited to one bursary or scholarship award, therefore past recipients are not eligible to re-apply.**

The following application is to be used for applying for a bursary or scholarship. The Bursary Program will be run in addition to and separately from the Scholarship Program. **Applicants may be awarded either a bursary or scholarship, but not both.** The WRLA will automatically submit unselected bursary applications to the scholarship division for review.

Bursary Deadline

August 5, 2016

Recipients will be notified and awarded their bursary in September 2016.

Scholarship Deadline

October 7, 2016

Recipients will be notified in November 2016 and awarded in January 2017.

Mail OR Fax OR Email your COMPLETE signed application to:

Western Retail Lumber Association Inc. 213 Notre Dame Avenue, Suite 1004, Winnipeg, MB R3B 1N3
Tel: (204) 957-1077, (800) 661-0253 | Fax: (204) 947-5195 | Email: kristas@wrla.org

Proudly sponsored by:





2016/17 Bursary & Scholarship Program

Application Form

I am applying for a: BURSARY SCHOLARSHIP

Applicant Name: _____

Date of Birth: _____ Social Insurance Number: _____

Home Address: _____

City: _____ Province: _____ Postal Code: _____

Telephone: (____) _____ Fax: (____) _____

Email Address: _____

Parents' Names (first & last) Father: _____ Mother: _____

Company: _____

I have been accepted for: first year second year at (Institute name): _____

****Please list the Title of the Program you are entering in the appropriate line below:***

University Degree Program title _____

University Transfer Program title _____

College or Technical Program title _____

Is this a re-application? yes no

Please describe any other financial aid, including additional scholarships and awards received for the 2016/2017 academic year:

If there is any information or supporting documents you are submitting in addition to the required list on the following page, please list them below. (i.e. portfolio, letters, projects)

1.) _____

1.) _____

2.) _____

4.) _____



2016/17 Bursary & Scholarship Program

The following items must be enclosed with this application:

CHECKLIST

- Bursary Applicants ONLY*** must complete the attached STATEMENT of NEED.
- 750 WORD STATEMENT *Total Value – 65% of Application***
 - Breakdown:**

<i>Career Goals and Aspirations (10%)</i>	<i>Community Involvement (10%)</i>
<i>Personal Achievements (10%)</i>	<i>Quality of Statement (10%)</i>
<i>Extracurricular Activities (10%)</i>	<i>Committee Discretion (15%)</i>
- Photocopy** of high school transcript
- Photocopy** of first year marks if entering second year of program
- Photocopy** of 2016 Admittance Form
- Photocopy** of 2016 Course Timetable
- Letter of recommendation** by an employer and/or teacher from a school you attended (current year)
- Member Certification / Student Authorization form** (attached)
- One-minute video introduction** - Tell us about yourself, your academic and career aspirations and how this award could help you. Keep the video to one-minute or less and read the instructions below on how to submit your video with your application.

Application & Video Submission Instructions:

***All forms** can be mailed, faxed or emailed to the WRLA Office attention Krista Scherpenzeel.

Western Retail Lumber Association Inc. 213 Notre Dame Avenue, Suite 1004, Winnipeg, MB R3B 1N3
Tel: (204) 957-1077, (800) 661-0253 | Fax: (204) 947-5195 | Email: kristas@wrla.org

***All Videos** will be submitted using Dropbox.

- 1.) Notify Krista via Email that you're ready to submit, she will send you a private File Request link.
- 2.) Follow the link to upload your video into a private Dropbox Folder. Upload from your computer or from an existing Dropbox folder.
***You DO NOT need a Dropbox account in order to upload a video, though if you have one you may be asked to sign in.**
- 3.) Please use your full name, as written on this application, as the title for the video file.

IMPORTANT: The evaluation breakdown for all Scholarship applications is as follows:
750 word Statement – 65% | Academic Record – 25% | Content Quality– 10%

**See Statement of Need Form for the Bursary Evaluation Breakdown.*

Disclaimer:

*I agree that by participating in the 2016/17 WRLA Bursary & Scholarship Program I hereby acknowledge that The Western Retail Lumber Association, WRLA Inc. reserves all rights to the information and items submitted with this application. And may use this information in all current and future WRLA communications. **Due to Canada Revenue Agency regulations a T4A will be issued.** All personal contact information, marks, references, etc. will be kept in the strictest confidence and become the property of WRLA. Visit www.wrla.org to view our privacy statement and policy.*

Applicant's Signature: _____ Date: _____



2016/17 Bursary & Scholarship Program

WRLA MEMBER CERTIFICATION

I certify that _____ (**applicant**) is entitled to apply for this bursary or scholarship as a:

Dependent of _____ (**employee name**)

- Pick one only**
- who is a full-time employee**
 - who is a part-time employee (10 hours week or more)**
 - who is an owner**

OR

Full-time employee (**applicant**)

OR

Part-time employee (**applicant**) (**10 hours week or more**)

Date of employment: _____ (**hire date**)

Member Company Name: _____

Must be a WRLA Member in good standing for the 12 months prior to submission date

Company Address: _____

City: _____ Province: _____ Postal Code: _____

Telephone: (____) _____ Fax: (____) _____

Email Address: _____

Owner/Manager Verification

First and Last Name (print): _____

Signature _____



STUDENT AUTHORIZATION

This gives WRLA permission to contact _____ (*name of institution*) to confirm the program in which I am currently enrolled.

Student Name (print): _____

Student Signature _____ Date: _____



2016/17 Bursary & Scholarship Program

STATEMENT OF NEED

Bursary Applicants in addition to your 750 word statement please complete this form and attach to your application

Based on your 2016/17 Academic Year			
EXPENSES		RESOURCES	
Living Expenses (Rent, Utilities, Groceries etc.)	\$	Employment Income	\$
		Spouse's Income	\$
		EI/ETS Training Allowance	\$
Transportation	\$	Parental Contribution	\$
Debt Payments	\$	Please calculate the total amount of awards, bursaries & scholarships received.	\$
Miscellaneous (clothing, recreation, etc.)	\$		
Outstanding Tuition & Books	\$	Student Loans	\$
Other	\$	Other	\$
Grand Total \$	\$	Grand Total \$	\$

Please list any **exceptional** expenses you (or your spouse, where applicable) have or expect to have during the academic year.

IMPORTANT: The evaluation breakdown for all bursary applications is as follows:
750 word Statement – 65% | Academic Record – 15% | Statement on Need – 20%

I certify that the information above is complete and that I understand this information is to be used by the bursary committee only to aid in their selection of the bursary recipients.

Student Name (print): _____

Student Signature _____ Date: _____

Privacy Statement

The WRLA is staffed by professionals who strive to serve the members of our association. The WRLA is committed to protecting the privacy and safeguarding the personal information of its members and service providers. All personal information collected by the WRLA is done so in accordance with the Personal Information Protection and Electronic Documents Act (PIPEDA)