



Loch Lomond Villa Foundation **Staff and/or Staff Dependent Bursary**

PROCEDURE

The Loch Lomond Villa Foundation Board of Directors have convened a Bursary Committee that will meet and choose one successful applicant bursary for a staff member and/or a staff dependent, each calendar year starting in 2016, to receive a \$500 post-secondary education.

Hardcopies of the application and supporting documents must be returned to the Foundation Office or Mailbox and be received within the application deadline of March 1st – March 29th. The returned applications will be put in safekeeping, unopened, until the Bursary Committee meets to review the applications.

When the Bursary Committee decides on the successful applicant, it will report to the Loch Lomond Villa Foundation Director, who will inform the successful recipient and make the announcement public.

CRITERIA

1. Applicant must be an employee or dependent of an employee (full/part/casually); currently employed at Loch Lomond Villa in good standing.
2. If the applicant is an employee and receives the scholarship, they must commit to returning to work at Loch Lomond Villa after completion of their training for a minimum of one year.
3. Applicant must show proof of acceptance, or proof of current enrolment, in a recognized post-secondary educational institution.
4. Applicant must successfully complete the program.
5. Applicant should have community involvement as a volunteer.
6. Applicant will write a short essay describing their future plans and why they merit Loch Lomond Villa Foundation's financial assistance.
7. Applicant will provide two written references; one community reference and one academic reference.
8. Applicants should include a copy of resume with application.
9. Returned applications should be received no later than March 29th addressed to:

Loch Lomond Villa Foundation
Bursary Committee
185 Loch Lomond Rd
Saint John NB E2J 3S3



**LOCH LOMOND VILLA FOUNDATION
STAFF BURSARY APPLICATION FORM
TO BE COMPLETED BY THE APPLICANT – PLEASE PRINT CLEARLY**

Date: _____ Applicant Name: _____
First Name Last Name

Employee Name (if different than applicant name): _____

Relationship: _____ Department: _____

Permanent Address: _____

Telephone: _____ Email: _____

Post-Secondary Information:

Name of Post-Secondary School you will be attending: _____

Program Name in which you will be enrolling: _____

What year of study? _____ (ie. 1st, 2nd, 3rd, 4th)

Will you be receiving any other bursaries, scholarships, grants or loans this year: (Please list any confirmed)

Please include proof of acceptance or enrollment with your application form.

Community Involvement/Volunteer Information:

Please list all volunteer/community involvements:

Organization: _____ Dates: _____

Duties: _____ Contact: _____

Organization: _____ Dates: _____

Duties: _____ Contact: _____

Organization: _____ Dates: _____

Duties: _____ Contact: _____

References:

Academic Reference: (Please attached letters)

Name: _____ Position: _____

Phone: _____ Email: _____

Community/Work Reference:

Name: _____ Position: _____

Phone: _____ Email: _____

