



"Working together for a better tomorrow"  
"Travaillons ensemble pour un avenir meilleur"



**Banff Avenue Community House**

2084 A-B Banff Avenue.  
Ottawa, ON K1V 7X9

(613) 739-5702 Tel.  
(613) 739-0235 Fax

[banffhouse@hotmail.com](mailto:banffhouse@hotmail.com)

# 2011 Ledbury-Banff Community Scholarship Program Application

The Ledbury-Banff Scholarship Program has been created to help recent high school graduates with the increasing financial burden of a post-secondary education. The Scholarship program consists of two \$500.00 entrance scholarships for youth living within the Ledbury-Banff community and will be put towards their first year's tuition upon acceptance and registration in a post-secondary institution. Eligible candidates should show a strong academic commitment (70% average or higher), community involvement and/or volunteer experience, and responsibility in the face of financial and/or personal hardships.

## I. Contact Information

### Applicant's Name:

Surname	Given Name(s)
---------	---------------

### Address:

Street No.	Street Name	Apt. No.	
City	Province	Country	Postal Code

### Telephone / E-mail:

Home Telephone ( ) -	Cellular Telephone ( ) -
E-mail Address	

## II. Personal Information

Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth (Day/Month/Year)
Do you attend programming at the Banff Avenue Community House? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, which programs	



"Working together for a better tomorrow"  
 "Travaillons ensemble pour un avenir meilleur"



**Banff Avenue Community House**

2084 A-B Banff Avenue.  
 Ottawa, ON K1V 7X9

(613) 739-5702 Tel.  
 (613) 739-0235 Fax

[banffhouse@hotmail.com](mailto:banffhouse@hotmail.com)

### III. Academic Information

Current School	
Grade Average (%)	Graduation Date (Month/Year)
Type of Post-Secondary Institution you are planning to attend <input type="checkbox"/> University <input type="checkbox"/> College <input type="checkbox"/> Trade School <input type="checkbox"/> Other: (specify)_____	
Type of Program you are planning to be enrolled <input type="checkbox"/> Degree <input type="checkbox"/> Diploma <input type="checkbox"/> Certificate <input type="checkbox"/> Apprenticeship <input type="checkbox"/> Other: (specify)_____	
Name(s) of Post-Secondary Institutions you have applied to	Major Area of Study
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
Expected Start Date (Month/Year)	Category of Enrolment <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Distance Education

### IV. Financial Information

#### **Financial Assistance / Employment Status**

Are you be applying for or receiving other financial assistance (bursaries, student loans, scholarships, etc.)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please provide detailed information (including amounts)	
Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Type of Employment <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Casual
Are you planning to work while attending school? <input type="checkbox"/> Yes <input type="checkbox"/> No	
How are you planning to contribute or cover the cost of your post-secondary education?	
If you will be receiving any other financial assistance (not previously mentioned), please specify the source and amount.	



"Working together for a better tomorrow"  
 "Travaillons ensemble pour un avenir meilleur"



**Banff Avenue Community House**

2084 A-B Banff Avenue.  
 Ottawa, ON K1V 7X9

(613) 739-5702 Tel.  
 (613) 739-0235 Fax

[banffhouse@hotmail.com](mailto:banffhouse@hotmail.com)

**Statement of Income and Expenses**

Please complete this section as accurately as possible.

- i. All income and expense amounts should be the anticipated total amount for the school year. **September 2011 to June 2012.**
- ii. On the line "Other Scholarships or Bursaries" do not include this scholarship.
- iii. Ensure that student loans are reported as an expense, not as an income.
- iv. Travel expenses are only applicable if you are attending an institution outside of Ottawa.

Once you have completed the "**Income**" and "**Expenses**" section, calculate their totals, then take the total income (**Box A**) and subtract the total expenses (**Box B**) to get the total for **Box C**.  
 (**Box A – Box B = Box C**)

Income (for the school year)		Expenses (for the school year)	
Personal Savings	\$	Tuition and Fees	\$
Employment Income (Sept. 2009 – June 2010)	\$	Accommodations (Rent, phone, cable, utilities, etc.)	\$
Family Contribution	\$	Books and Supplies	\$
Other Scholarships and Bursaries (See ii. above)	\$	Travel – Relocation Costs (See iv. above)	\$
Other (specify)	\$	Food	\$
Other (specify)	\$	Medical	\$
Other (specify)	\$	Entertainment	\$
Other (specify)	\$	Child Care	\$
Other (specify)	\$	Student Loans	\$
Other (specify)	\$	Other (specify)	\$
<b>Total Income (Box A)</b>	\$	<b>Total Expenses (Box B)</b>	\$
		<b>Total (Box C)</b> (= Box A – Box B)	\$

**V. Essay**

On a separate sheet of paper, please type or neatly print an essay (approx. 500 words) and attach it to this completed application form. The essay should;

- i. Tell us about yourself and your aspirations / goals (educational goals, life goals, etc.).
- ii. Describe your experiences with community involvement and/or volunteer work.
- iii. Tell us about your experiences with the Banff Avenue Community House (if any).
- iv. Tell us about your personal and economic circumstances, include any information you feel may be relevant to us while we are assessing your application.
- v. These essays are an important way for us to get to know each individual applicant on a personal level, so it is important for you to be honest and thorough when writing this essay.

**\* Applications received without an essay will not be considered.**



*"Working together for a better tomorrow"  
"Travaillons ensemble pour un avenir meilleur"*



**Banff Avenue Community House**

2084 A-B Banff Avenue.  
Ottawa, ON K1V 7X9

(613) 739-5702 Tel.  
(613) 739-0235 Fax

*banffhouse@hotmail.com*

## **VI. References**

Each applicant is required to provide at least **1 signed letter of reference** to complete the application.

- i. Your reference(s) should be someone (other than a family member) with a professional designation, such as your school principal, teacher, guidance counsellor, current or previous employer, volunteer supervisor, or personal mentors.
- ii. Letter(s) of reference should include their current contact information and **must be signed and dated by the person(s) giving the reference.**

**\* Applications received without at least 1 signed letter of reference will not be considered.**

## **VII. Consent**

I attest the information on this application form and in the accompanying documents is true, accurate and complete. I have read the application requirements and agree to be bound by all of them. I understand and accept the conditions and requirements relating to this application form.

Name (Print): _____	Signature: _____	Date (Day/Month/Year): ____/____/____
------------------------	---------------------	--

## **VIII. Authorization**

If I am awarded a scholarship I authorize the Banff Avenue Community House to publish my name, photo, and any applicable information within this application for publicity purposes.

Name (Print): _____	Signature: _____	Date (Day/Month/Year): ____/____/____
------------------------	---------------------	--

## **IX. Checklist**

Please confirm that you have completed all the necessary steps for this application.

- Read the description and met the application requirements for the scholarship
- Completed every section of the 2011 Ledbury-Banff Community Scholarship Application
- Answered all of the questions and checked off the appropriate boxes
- Completed the section "Statement of Income and Expenses" accurately
- Attached all of the necessary supporting documentation
  - An essay (approx. 500 words) outlining your personal goals / experiences
  - At least **1 signed letter of reference**
  - A photocopy of your most recent official school transcript
- Made sure your application is both neat and legible
- Signed and dated your application (Sections VII and VIII)

**Failure to do any of the above may result in your application being deemed ineligible.  
Please double check to ensure your application is accurate and complete.**



"Working together for a better tomorrow"  
 "Travaillons ensemble pour un avenir meilleur"



**Banff Avenue Community House**

2084 A-B Banff Avenue.  
 Ottawa, ON K1V 7X9

(613) 739-5702 Tel.  
 (613) 739-0235 Fax

[banffhouse@hotmail.com](mailto:banffhouse@hotmail.com)

**X. Application Deadline**

Completed Applications should be submitted in person or by mail to:

c/o Sylvie Manser  
 Banff Avenue Community House  
 2084 A-B Banff Avenue  
 Ottawa, ON, K1V 7X9

- i. The deadline for applications is **June 30<sup>th</sup>, 2011 at 4:00pm.**
- ii. All applications must either be received or postmarked on or before this date to be considered eligible.
- iii. Upon receipt of your application at the Banff Avenue Community House it will be date stamped and you will receive a receipt confirming your submission.
- iv. Successful applicants will be notified by July 31<sup>st</sup>, 2010.

If you have any further questions about the Ledbury-Banff Scholarship program please contact Sylvie Manser or Michael Small at (613)739-5702 or [Banffhouse@hotmail.com](mailto:Banffhouse@hotmail.com) and [msmall@carleton.connect.ca](mailto:msmall@carleton.connect.ca).

**XI. Sponsors and Funders:**



The Rotary Club of  
 Ottawa South



Best Western  
 Macies Hotel



Alta Vista  
 Chiropractic Clinic





*"Working together for a better tomorrow"*  
*"Travaillons ensemble pour un avenir meilleur"*



**Banff Avenue Community House**

2084 A-B Banff avenue.  
 Ottawa, ON K1V 7X9

(613) 739-5702 Tel.  
 (613) 739-0235 Fax

*banffhouse@hotmail.com*

**For Banff Avenue Community House Staff Only:**

Place Date Stamp Here	Application Received By (Initials)
-----------------------	------------------------------------

**For the Ledbury-Banff Scholarship Committee Only:**

<u>Item</u>	<u>Rating</u>
Application Form	
Essay	
Reference(s)	
Personal and Financial Circumstances	
Academic Average	
Other	
<b>Total Score</b>	
<b>Additional Comments:</b>	



**Maison communautaire  
 Banff Avenue  
 Community House**

2084 A-B Banff Ave.  
 Ottawa, ON. K1V 7X9  
 Phone (613) 739-5702  
 Fax (613) 739-0235

[www.banffcommunityhouse.com](http://www.banffcommunityhouse.com)