



1597 Route 138A  
Ormstown QC  
J0S 1K0

 [cvredfoundation@gmail.com](mailto:cvredfoundation@gmail.com)  
 [cvredfoundation.com](http://cvredfoundation.com)

## **The Pauline Lantz Smith Memorial Bursary** **for students pursuing** **Adult Education, Vocational or Other Training**

Mrs. Pauline Lantz Smith is a Nova Scotia native and has made her home in Hemmingford since 1975. She has a M.Ed. from McGill University and worked as a resource teacher for 14 years (11 of those years at Hemmingford Elementary School). Her devotion to children with diverse learning styles has inspired her to donate a sum to the CVR Educational Foundation to create this Bursary for the next 10 years.

In Mrs. Lantz Smith's words, giftedness is not always academic. Everyone has a talent or skill that they are good at. What defines talented-gifted is the willingness and desire to work at a particular skill, activity or task above and beyond the average commitment because you enjoy it and want to excel.

### **Criteria**

Student must have the skills and ability to enter another area of schooling, i.e. Adult Educational, Vocational Training or any other course work that may apply such as Carpentry, Plumbing, Welding, Cooking, etc.

The student may have ability or talent that the school's educational program cannot provide and pursues it outside of the school environment.

Student must demonstrate; **an above-average commitment to the task or skill, a desire to keep working at or learning more about it, and planning for ongoing development.**

A member of the CVR Educational Foundation shall review all applications, remove all identifying marks and submit the applications to a jury for consideration. The applications will be reviewed by a jury of 3.

Each year two bursaries of \$500 will be presented to selected recipients during the graduation ceremony at the end of the school year.

Recipients will receive 2 equal installments (September and January) provided she/he confirms full-time attendance in the chosen program. See your Guidance Counselor or [www.cvredfoundation.com/apply/](http://www.cvredfoundation.com/apply/) for more information on this bursary and application deadline.

**The Pauline Lantz Smith Memorial Bursary**  
**for students pursuing**  
**Adult Education, Vocational or Other Training**

**Criteria**

Dear applicant,

Bear in mind that the following criteria are used by the jury members who will review your submission. Please feel free to show this document to the people who will be writing your letters of reference.

**1. Completed Self-Awareness Questionnaire (10 pts)**

Completed Lantz Smith Bursary Self-Awareness Questionnaire (available on pages 3 and 4 of this document and in the Forms tab on [www.cvredfoundation.com](http://www.cvredfoundation.com))

**2. A letter of application demonstrating (20 pts)**

Above-average commitment to the task or skill with a desire to improve or learn more. (10 pts)

- Does student explain why he/she is pursuing this career path?
- What experiences influenced their choice?

Originality and sincerity from the student. The student is also encouraged to explain whether or not he/she had to overcome any types of challenges to achieve their goals. (10 pts)

**3. One reference letter from a CVR teacher (10 pts)**

Outlining the applicant's overall attitude, work habits, personality and desire to succeed.

**4. One reference letter from outside the school milieu (10 pts)**

Outlining the overall character of the applicant and work ethics. This letter cannot be written by a family member.

## SELF-AWARENESS QUESTIONNAIRE

### The Pauline Lantz Smith Memorial Bursary

Your strengths are a mixture of talent, knowledge, skill and experience. Very few people are really aware of what their strengths are. You want to recognize what you do well and focus on what you are good at. Do not expect to be good at everything, it would not be realistic. You can quickly see where your personal strengths lie, what you may want to improve, and what is not important to you. Take your time and think about each one before scoring. Answer honestly, there is no right or wrong. We suggest that you discuss these questions with a parent or a teacher and get their help to complete this questionnaire.

	Questions	X = not good at / not interested 0 = average 1 = above average/good at/strength
1	I am good at math and numbers.	
2	I am a good organizer, my room is tidy and my belongings are neat.	
3	I am good at working with tools and doing things with my hands.	
4	I like to help people and people often confide in me.	
5	I like to babysit or work with children because I know how to take care of them and parents trust me.	
6	I like responsibility.	
7	I enjoy sports and I am good at one or more of them.	
8	I am methodical and pay attention to details.	
9	I can focus on one activity for a long time if am interested in it.	
10	I like to play games that require thinking (i.e. chess).	
11	I like finding solutions to problems.	
12	I like nature and the outdoors and working with animals.	
13	I can keep my cool when under stress.	
14	I get along well with others and can work well in a group or team.	
15	I have a part-time job or do odd jobs in my spare time to earn money.	
16	I am an analytical thinker and often have ideas about how to improve things.	
17	I love to draw and can draw well; art is one of my favorite subjects.	
18	I enjoy music, singing in a choir or playing an instrument.	
	<b>TOTAL</b> Only add the questions you answered with the number 1.	

**Scoring:**

For each question, score according to what matches your level of skill or interest, using the following legend:

X = not good at or not interested

0 = average

1 = above average (what you feel are your strengths, what you're good at)

**Evaluating:**

Only add the questions answered with a score of "1" to total your score (10 is a perfect score).

If there is anything else that you are good at that is not included in the list above. Please write about it on the lines below.


**The Pauline Lantz Smith Memorial Bursary**  
**for students pursuing**  
**Adult Education, Vocational or Other Training**

**Selection procedures and instructions**

- ◆ The CVR Educational Foundation will call for applications.
- ◆ The application procedures should clearly state that the bursary is open to all CVR students in Secondary 5 who are pursuing Adult Education, Vocational or Other training.
- ◆ Application deadline is announced by CVR's Guidance Counselor and on [cvredfoundation.com](http://cvredfoundation.com). Should there be an insufficient number (none or one) of applications; the deadline for applications will be extended to provide an opportunity to encourage participation.
- ◆ CVR's Guidance Counselor is available to play a role in assisting students in the application process, and in forwarding these applications to the CVR Educational Foundation.
- ◆ The applicant is responsible to complete and submit all the documents (unfolded and no staples) listed in the criteria in a large sealed envelope addressed to: CVR Educational Foundation / The Pauline Lantz Smith Memorial Bursary. The envelop can be given to the Guidance Counselor or brought to the CVRHS reception desk. **In addition to the documents listed in the criteria, the applicant is asked to include a copy of his/her letter of acceptance in the chosen program. If the applicant has not yet received an answer at the time of submission, he/she must send it by e-mail to the CVR Ed Foundation (go to [cvredfoundation.com/contact/](http://cvredfoundation.com/contact/) to upload and send your document) when received. This bursary will not be awarded without acceptance in the required program.**
- ◆ The CVR Educational Foundation Coordinator reviews all applications, removes all identifying marks, prepares and submits the applications to the jury for consideration.
- ◆ Each application is reviewed and scored by a jury of 3 members.  
*\* It is expected that members excuse themselves in the case of a conflict of interest.*
- ◆ Results of the evaluations are compiled and a recipient is selected.
- ◆ The recipients are announced during the graduation ceremony at the end of the school year.
- ◆ The CVR Educational Foundation will disburse 2 equal installments (September and January) to the recipients, when they provide proof of full-time studies in Adult Education, Vocational or other training.