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The Arlie & Owen Ness Memorial Bursary **for a student pursuing a 3 year career Program**

Information

In 2011, the CVR Educational Foundation established the Ness Bursary with a generous endowment from Owen Ness.

Mr. Ness was born in Howick and grew up on Terrace Bank Farm. He attended Howick High School and continued his education at Macdonald College, where he earned his B.Sc. in 1952. After further post-graduate studies, he started his lengthy career with Alcan in 1954 until his retirement in 1993. Mr. Ness passed away in 2019.

Every year, three bursaries of \$1,000 each will be awarded to students in the graduating class who are pursuing their education in a 3-year CEGEP career program and who are involved in their community and/or at school. Students apply for the bursary following the criteria and guidelines set out by the CVR Educational Foundation. Applications are subjected to a blind review.

The bursary is awarded at the graduation ceremony at the end of the school year.

Recipients receive 2 equal installments (September and January) when they provide proof of full-time attendance in their 3-year CEGEP career program .

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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. Letter of Intent (10 points)

- Is the letter well written?
- Has student explained what the program has given them?
- Has student demonstrated leadership skills?
- Within this context, the following may be used as examples, if applicable:
 - School life at any level (sports, cultural, leadership, etc.);
 - Community life (working for service groups, sports organizations, churches, agricultural organizations; i.e. 4H, etc.);
 - Does the student have work experience? (part-time and summer jobs)
- At the discretion of the evaluator.

2. Financial Assessment Form (20 points)

The applicant must express the need for financial support by completing the Financial Need Assessment form. Extenuating circumstances should be detailed if applicable.

3. Two Letters of Reference, one from a CVR Educator & one from outside the school milieu (10 points)

Letter from a CVR Educator

- Student's ability as perceived by an educator. (Student's character, academic success and how involvement at school has shaped this applicant; i.e. sports, culture, leadership, etc.)
- Post-secondary potential. (Potential for academic success.)
- General work ethic. (Student's work habits.)
- At the discretion of evaluator.

Letter of reference from outside CVR

- Character Reference. (General demeanor and work ethic as observed by the author).
- At the discretion of the evaluator.

4. Marks (10 points)

5. Student must submit a copy of their latest MEQ (Ministère de l'Éducation et de l'enseignement supérieur du Québec) Achievement Record and their latest Grade 11 CVR report card (Term 2).

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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 graduating class who are pursuing a 3-year career Program.
- ◆ Application deadline is announced by CVR's Guidance Counselor and on 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 Arlie & Owen Ness Memorial Bursary. The envelope 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 a post-secondary 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/ to upload and send your document) when received. This bursary will not be awarded without acceptance in a post-secondary 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 will excuse themselves in the case of a conflict of interest.*
- ◆ Results of the evaluations are compiled, and 3 recipients are selected.
- ◆ 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 a 3-year CEGEP career program.