

BEAUSOLEIL FIRST NATION EDUCATION DEPARTMENT



BURSARY, AWARDS, AND SCHOLARSHIP GUIDE

2021 2022

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Table of Contents

Starting the Process	3
What are Scholarships?	5
What are Bursaries?	6
What are Awards?	7
Building a Portfolio	8
Essay Writing	10
Tips and Tricks	12
Resources	13
Sources Used	15

Starting the Process

Hello! Welcome to the Beausoleil First Nation Bursary, Award and Scholarship

Guide! This Guide was created to assist postsecondary students in the bursary, scholarship or grant process. This guide will provide you with the following information:

- What are bursaries, scholarships and award?
- Where can I find bursaries, scholarships and award?
- How do I build my portfolio?
- How do I write an essay for a bursary, scholarship or award application?
- And tips and tricks to help you improve your bursary, scholarship or award application.

There are usually a couple components to preparing and completing a bursary, scholarship or award application.

Step 1: Choose your pathway in which you are pursuing (i.e. health, science, engineering, education, social work etc.) This will be important for specific bursaries, award or scholarships to your field of study.

Step 2: Figure out what your career goals are. What career did you want to get into? Why do you want this career? How do you plan on fulfilling your career goals you have set out?

Step 3: Use the below Chart to help you list your **ACHIEVEMENTS AND VOLUNTEERING.**

Clubs. /Teams/Groups or Organizations	Years active within	Estimated Time spent (hrs)
<i>Native Friendship Centre</i>	<i>2018- present</i>	<i>25 hrs</i>

Award, achievement name	Requirements for winning achievement
<i>Dean's List</i>	<i>Received for attaining an 80% average in my grade 12th year.</i>

These charts will help you to prepare for the actual application requirements as you are have already gathered or answered the important questions.

What are Scholarships?

Scholarships are based on:

- academic merit, such as an entrance scholarship which is awarded based on the grade average from high school.

Modern usage of the term, however, is much more liberal, with providers of non-academic awards using the term to describe any financial prize that will be used towards tuition payment.

Scholarship application procedures **are different for each scholarship**, but can include:

- a request for your academic transcripts.
- An essay
- References
- An application forms

Some scholarships, such as entrance scholarships, don't even require an application. Some institutions have their application digitally through the institution's website. Look at as many scholarships as you can to see what works for you!

What is a **RENEWABLE SCHOLARSHIP**?

"Renewable" means you will be awarded the scholarship for every year of college/university if you meet the scholarship's rules. If a scholarship's description does not specify that it is renewable, don't assume that it is.

What are Bursaries?

A bursary is:

- an award for a student with financial need.

Bursaries may have academic requirements, but are generally focused on helping students who do not have the resources to pay for school on their own. Applications for bursaries **typically require you to show why you are in need of the assistance** and how great your need is.

Remember that each institution has bursary programs set out for its students in four categories.

- Entrance Bursaries: A bursary in place for students who are entering a specific program or institution, these are usually based on your high school marks and most of the time have specific grade requirements to be awarded a bursary.
- In study Bursaries:
- Emergency Bursaries
- Indigenous Bursaries: A bursary which is in place for students who are First Nation, Metis or Inuit. The requirements can vary from having to show proof of Indigenous decent to self identification.

These are through your postsecondary institution and can be found on your institution's website.

Example: Georgian College, Awards, scholarships and bursaries:

<https://www.georgiancollege.ca/finance-and-fees/awards/>

What are Awards?

An award is:

- a catchall for any awards that don't fit in the above categories. This may include contest-style awards or prizes from corporate sponsors. This may also include looking at extra curricular activities such as sports, clubs, or volunteer hours and sometimes marks.

Remember - always read the eligibility criteria for any scholarship, bursary, or award!

Example: Beausoleil First Nation, Chief John Assance Award

Building a Portfolio

A portfolio is a great way to collect all information needed for a bursary, scholarship or award application! With the information completed with the charts on the previous pages, you have already started a portfolio! Congratulations! This section will provide you with the items which make up a portfolio. The following are some items which you would like to place in a folder, or binder for future bursary, scholarship or award applications.

- Your resume, although this item isn't always needed, it is always great to have an updated resume on hand in case they are requesting one. Make sure to include all extra curricular activities, hobbies or events which you participated in.

Example: Sports and fitness, environment and ecology, academic or faculty-specific (e.g. Math and Science, Law, Trades, Economics/Finance), cultural heritage or religious, arts and humanities, social activities and other fun events or charity and fundraising.

- Your updated and complete marks, you can get these either from your institution's online account or order transcripts from your institution at cost. It is worth paying the additional money to have a copy of your transcripts for your portfolio. **Do not give away your hard copy of your transcripts.** If they need it, they will request or have it written in the eligibility criteria.
- Two essay letters, the first one should be based on your extra curricular, and yourself, this letter will look at your life goals, perspectives of the world, and your understanding of living life. This essay will touch upon your school life, social life and your school life, extra curricular or clubs. The second essay is a more professional essay, this essay will outline your experience with your field of study, your career goals, how you will meet these goals, your current knowledge and understanding of the field of study, and what you enjoy about your program and/or your hopes for your education ahead. These are the two essays which

you can prepare for ahead of time. It is important to note that an essay must be specific to the bursary, scholarship or award in which you are applying for. Please take the time to read the requirements and speak to those specifically.

- Reference Letters are another important part of your portfolio. Many scholarships, awards and bursary applications may ask for a personal character reference (from a friend or family member) and a professional reference (from a teacher, employer, coach, or extra curricular leader) These are important to have on hand in case you are required them for your application.
- Copies of your certificates, awards, diplomas, degrees or other achievement. It is important to include your certificates which you have earned from any professional development, awards, training or any additional achievement. The goal is to showcase and celebrate your achievements!

After all these items are collected, you are now complete for applying to bursaries, scholarships and awards! Way to go!

Essay Writing

Some people say the essay portion of any scholarship, bursary or award application is the most important! This portion allows for the institution, person or organization giving the award, bursary or scholar to gain a better understanding of who you are as a person on a personal, professional and academic level!

Writing essays isn't everyone's strong suit! But the following tips and tricks will help you to write a strong essay for winning almost any bursary, award or scholarship.

- Have a good opening line!
- Stick to a structured essay format. Introduction, body, and conclusion. Ensure a clear beginning, middle and end!
- Start new paragraphs for new ideas, it is important to structure your essay to include several paragraphs made up of 4-6 sentences each paragraph.
- Ensure you stay within allocated word count, read the bursary, award or scholarship instructions to stay within allocated word count as requested!
- Ensure to answer the questions within the description of the bursary, award or scholarship, this is important as it is a clue to EXACTLY what they are looking for in their applicant's essay. Look for the questions and answer them as your complete your essay.
- Do a little research into the company, organization, or institution which you are applying for! This will be helpful in writing your essay.
- Always be honest, clear and consistent to your resume or application form, it is important to connect important topics. **Example:** If you put hockey as your extra

curricular on your resume, you may want to touch upon it in your essay.

- Make sure to showcase your resiliency and your ability to problem solve, these are important characteristics alongside your own as an Indigenous post secondary student!
- Ensure to note your specific tone and voice for the essay which is needed. For example, a professional tone or your own voice.
- Ensure to thank the readers/sponsors for their time and for considering your application among the several others. Do not forget to sign, and leave your number, email or other information where you can be reached if further information is needed.
- **Proof read** or have another person proof read your essay, this will allow for your essay to be assessed if there are any grammatical errors or information which doesn't make sense. You would even run it through a word editor if you want!

Tips and Tricks

Self-Identification

Most postsecondary institution at one point or another will ask you to identify your nationality. This is specific to First Nation, Metis, or Inuit, and even further to status or non-status First Nation.

This process is important for Indigenous students because it allows the institution to collect statistics on how many Indigenous people are enrolled in their institution. This is also important for identifying the needs of Indigenous students, and bursaries eligibility.

There are a lot of important clubs and centres which Indigenous students have within postsecondary institutions; this helps let the school have a better idea of the enrollment of Indigenous students in postsecondary education. **Don't forget to self-identify!**

Using online Editors for your essay

By searching on Google, you will be able to find several essay editors or by using word review. It is helpful to have another person read over your essay and make revisions as seen fit. You can also read it out loud to yourself to ensure there is no missed points or issues with the essay itself.

Get out there, build relationships and gain experience!

It is so important to volunteer at organizations, events or complete your own extra curricular activities. Not are they good way to get yourself noticed in your community, or town, it is a great experience and good for your resume, bursary, scholarship and award applications.

During COVID, this may be hard, but you can email or call your organizations and institutions which you want to volunteer at and ask if there is a safe way you can volunteer with their organization (i.e. virtually, via email, on the phone, socially distancing etc.)

Resources

Guides

Simcoe Muskoka District School Board Awards, Bursaries and Scholarship Guide
<https://sites.google.com/smcdsb.on.ca/smcdsbscholarships/home>

Government Grants, Loans

Ontario Student Assistance Program (OSAP)
<https://osap.gov.on.ca/OSAPSecurityWeb/public/login.xhtml>

NIB Trust Fund
Applications opens in April and closes Early June 2021.
<https://www.nibtrust.ca/granting/how-to-apply>

Bursary & Scholarship Databases

Government of Canada Indigenous Bursaries Search Tool
<https://www.sac-isc.gc.ca/eng/1351185180120/1351685455328>

Aboriginal Students
<http://aboriginalstudents.ca/resources/>

Scholarships Canada
<https://www.scholarshipscanada.com/>

Student Awards
<https://studentawards.com>

Bursaries, Scholarships and Grants

Beausoleil Education Department Award, Bursaries and Scholarships
Applications open late June 2021 – Early July 2021.

Institution's Awards, Bursaries and Scholarships

We advise all our students to apply for awards, bursaries and scholarships through their post secondary institution. You can find what is available by visiting your guidance counsellor on campus, googling key words such as “your institutions name” “awards” “bursaries” “scholarships” or contact Beausoleil Education for further assistance in finding bursaries through your institution.

Indspire Awards, Bursaries, and Scholarships
Application deadlines are February 1, August 1 and November 1.
<https://indspire.ca/programs/students/>

Canada Post Indigenous Awards
August 31st: Deadline for applications.

<https://www.canadapost-postescanada.ca/cpc/en/our-company/giving-back-to-our-communities/canada-post-awards-for-indigenous-students.page>

Helen Bassett Commemorative Student Award

Applications open Spring 2021.

<https://www.nwac.ca/helen-bassett-commemorative-student-award/>

Other Opportunities

RBC Indigenous Student Internship Program

<https://jobs.rbc.com/ca/en/rbc-indigenous-summer-internship-program>

Government of Canada First Nations and Inuit Summer Work Experience Program

<https://www.sac-isc.gc.ca/eng/1100100033610/1533125433575>

Indigenous Youth Work Exchange Program

<https://www.ontario.ca/page/indigenous-youth-work-exchange-program#section-1>

Federal Student Work Experience Program

<https://www.canada.ca/en/public-service-commission/jobs/services/recruitment/students/federal-student-work-program.html>

Sources Used

1. How to Write a Scholarship Essay and Win BIG: <https://myscholly.com/how-to-write-a-scholarship-essay/>
2. Extracurricular Activities Resume Examples: <https://www.monster.ca/career-advice/article/extracurricular-activities-can-help-ca>
3. Awards, scholarships and bursaries: <https://www.georgiancollege.ca/finance-and-fees/awards/>
4. Scholarship and Bursary Application Guide, District School Board Ontario North East, Ensuring Equitable Access to Post-Secondary Education Strategy: <https://www.dsb1.ca/school/tdss/Guidance/Documents/Scholarship%20and%20Bursary%20Applications%20Guide.pdf>