



## AFABC Youth Bursary Application

**Application Deadline: April 30<sup>th</sup>, 2018**

The AFABC Youth Bursary awards financial assistance to youth who have joined their families by legal adoption, and plan to pursue a vocational, trade or academic post-secondary program at an accredited BC institution. This fund will award two \$1,000 bursaries on an annual basis, intended to directly offset tuition and/or other expenses associated with educational programs. Awards will be announced June 1, 2018 winners have until August 30, 2018 to submit proof of registration for funds to be dispersed in September and paid through the Adoptive Families Association of BC.

### Eligibility Requirements

- You have joined your family by legal adoption.
- You are currently a BC resident.
- You are 17 or over, and under 26 years of age, on the date of bursary application deadline.
- You are registered in a vocational, trade or academic post-secondary program at an accredited BC institution.

### Application Requirement List:

#### **A. Application Form**

Please complete all sections of the application form, including personal information, education information and financial assistance sections.

#### **B. Confirmation of Adoption Status**

Please provide written confirmation of your adoption status.

#### **C. Confirmation of School Registration**

Please provide documentation of registration or acceptance from the school you plan to attend.

#### **D. Cover Letter**

Please provide a cover letter telling the selection committee a little bit about you.

#### **E. Reference Letters**

Please provide two letters of reference from two significant people in your life.

#### **F. Applicant Authorization Form**

Please complete the authorization form attached to this application.

#### **G. Applicant Consent Form**

Please complete the consent form attached to this application.

## A. AFABC Youth Bursary - Application Form

To ensure eligibility, all sections of the application form must be completed and all other components submitted by bursary application deadline date. Please see checklist on last page.

### Notes:

- Please type answers to all questions in the space provided. This application form is fill-able.
- Please keep a copy of your application for your own records. AFABC will dispose of all paper and electronic application copies after award recipients for the year have been chosen.

### Personal Information:

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Date of birth: (mm/dd/yy) \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal code: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

**Note:** Please inform us if you move or change your contact information. If we cannot contact you, your application will not be considered.

### How did you hear about the AFABC Bursary Program?

AFABC Website

AFABC Magazine

AFABC Facebook

Family / Friends

Scholarship Website \_\_\_\_\_

Community Group

Other \_\_\_\_\_

**Education Information:**

**1. What is the most recent level of education you have completed?**

Grade 12    Program Certificate    College Diploma/Degree    University Degree    Other

Name and year of school last attended:

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**2. What is the name of the vocational, trade or academic program you plan to attend?**

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Please provide name of BC institution and campus location:

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Length of Program:  1 Year    2 Year    3 Year    4 Year    Other \_\_\_\_\_

Start date: (mm/yy): \_\_\_\_\_ Expected completion date: (mm/yy) \_\_\_\_\_

**Note:** Written confirmation of school registration is a required part of this application. (Item C).

**3. Why have you chosen this program?**

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**4. What is your education and career plan?**

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**5. How would this Bursary award help you to achieve your future goals?**

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**Financial Assistance:**

**1. Have you received funding from the AFABC Bursary Program in the past?**    Yes    No

If Yes:   Year: \_\_\_\_\_   Amount: \_\_\_\_\_

How has it assisted you?

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**2. What other financial supports have you explored or are you currently receiving?**

(Listing other opportunities will not disqualify you from receiving this bursary.)

Please check all that apply and provide details in space provided:

Youth Education Assistance Fund    Student loan    Grant    Scholarship    Bursary

Other

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**3. Do you have other sources of income?** Please describe (example: savings, employment, etc.).

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## **B. Confirmation of Adoption Status**

Please provide written confirmation of your adoption status.

A letter from your adoptive parent is acceptable for the application process. Please ensure that the letter is signed and dated and that the full name and contact information of the writer is included on the letter.

### **Note:**

If your application is chosen for an award, you will be required to provide legal adoption documentation to the selection committee within 1 week of award notification.

## **C. Confirmation of School Registration**

Please provide written confirmation of your registration or acceptance letter for the post-secondary program, and from the school, indicated on this application. Winners will have until August 30, 2018 to submit proof of registration to receive award for September disbursement.

## **D. Cover Letter – 2 page maximum**

Please provide a cover letter telling the selection committee a little bit about yourself.

Please include: achievements and successes, challenges and obstacles, plans for the future, volunteer and/or work experience, and how this bursary would contribute to your success.

Two pages maximum please.

## **E. Reference letters**

Please attach two letters of reference from two significant people in your life. One of the letters needs to be written by a non-family member. Maximum one page each.

The letters should provide information about you in the following areas:

- What qualities and/or achievements make you a good candidate for the educational program you have chosen?
- How does the reference person believe you will benefit from this Bursary?

### **Note:**

Please ensure that the letter is signed and dated, and that the full name and contact information of the writer is included on the letter.

## F. Applicant Authorization Form

The information that I provided for this application is true, accurate and complete.

I am aware that providing incomplete or false information will affect the consideration of my application and affect my ability to access future funding. I am aware that the granting of this Bursary is subject to conditions that will be listed in an acceptance letter.

### I provide AFABC with the following authorizations:

- 1) I authorize the Adoptive Families Association of BC to distribute this application to the Selection Committee for review.
- 2) I authorize the Selection Committee to contact my references.

Applicant name: \_\_\_\_\_

Applicant signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness name: \_\_\_\_\_

Witness signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Note:

The Adoptive Families Association of BC respects your privacy. All information collected will be used by AFABC only, in accordance with AFABC Privacy Policy. For details please contact our privacy officer at 604-320-7330 ext 114, or visit [www.bcadoption.com](http://www.bcadoption.com).

## G. Applicant Consent Form

AFABC will contact all bursary award winners regarding their applicant consent form before publishing any personal information.

Public recognition of bursary award winners, and sharing stories told by youth in and from care inspires other youth to apply for AFABC's bursaries, and helps AFABC continue to assist youth in achieving their dreams each year.

Selecting any of the boxes below between #1 and 3 gives the Adoptive Families Association of BC permission to publicly recognize the award recipient.

**Please check the box that applies:**

1.  If selected for a bursary, I hereby give consent to AFABC to publish my name, city of residence and the school/program I plan to attend, for the purpose of recognizing me as a bursary award recipient. I give AFABC permission to use my story (as written in your application package in Section D.) in promotional materials (i.e. AFABC website, social media).
2.  I give AFABC permission to share my story under a pseudonym **with** use of personal information. This would allow AFABC to share your story with personal details mentioned in your story, **except** your name (i.e. city of residence, school/program planned to attend).
3.  I give AFABC permission to share my story under a pseudonym **without** use of personal information. This would allow AFABC to share your story without identifying **any** of your personal information (i.e. name, city of residence, school/program planned to attend).

As indicated at numbers 1, 2, and 3...

- I give permission for the use of the above described material (as checked in boxes 1, 2, or 3) for the period of five years from the date below. If I choose to revoke this permission, I understand that new materials will not be produced, but that the materials already made will, not be altered.
4.  I do not give my consent. I understand that my application will still be fully considered, without prejudice.

Applicant name: \_\_\_\_\_

Applicant signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness name: \_\_\_\_\_

Witness signature: \_\_\_\_\_

Date: \_\_\_\_\_



## AFABC Youth Bursary - Application Checklist:

Please make sure you have included all 7 items in your application package.

- ✓ **A. Application Form**
- ✓ **B. Confirmation of Adoption Status**
- ✓ **C. Confirmation of School Registration**
- ✓ **D. Cover Letter (2 pg. maximum)**
- ✓ **E. 2 Reference Letters**
- ✓ **F. Applicant Authorization Form**
- ✓ **G. Applicant Consent Form**

## How to Submit Your Application:

Please submit completed application package by 11:59pm Pacific Standard Time, on April 30, 2018:

### By mail:

AFABC Youth Bursary  
C/O Adoptive Families Association of BC  
200-7342 Winston Street  
Burnaby, BC V5A 2H1

### By email:

[bursaries@bcadoption.com](mailto:bursaries@bcadoption.com)

### Notes:

#### Howard Legacy Youth Fund applicants will be notified by email if/when:

- ✓ their application has been received by AFABC
- ✓ their application has been reviewed for eligibility and completeness
- ✓ their application has been forwarded to the selection committee
- ✓ a bursary has been awarded or denied

### If you have any questions:

Please contact Jenna Dales: [jdales@bcadoption.com](mailto:jdales@bcadoption.com) / 604-320-7330 ext 135