

Ch5-s3-02**Award Selection Process**

Responsible Authority:	Registrar's Department
Approval Authority:	Senior Team
Date First Approved:	2010-Apr-21
Date Last Reviewed:	2022-Aug-31
Mandatory Review Date:	2027-Aug-31

PURPOSE

Confederation College is committed to providing students with financial support in the form of scholarships, bursaries, and awards. These awards are provided by Confederation College, external businesses and organizations, individual donors, and the government. The establishment of these awards and the selection of the recipients are based upon criteria defined by the college and/or donor.

SCOPE

This policy applies to all students at Confederation College.

DEFINITIONS

Word/Term	Definition
Scholarships	Awarded to students who have accomplished outstanding academic achievements and may also include criteria such as personal excellence, community involvement and leadership.
Bursaries	Awarded based on financial need. Students must be in good standing (GPA 2.0 or greater) in order to be eligible for a bursary.
Awards	Are based on a combination of financial need and/or academic achievement and/or other relevant criteria.

PROCEDURE

<u>Action</u>	<u>Responsibility</u>
1. Application Process for College Scholarships, Bursaries and Awards	
1.1 An electronic application is made available to students for most College bursaries and awards. Some exceptions may apply (paper applications will be available for these bursaries and awards).	Financial Aid Office
1.2 Eligible students or applicants will be notified and advised of the application process and deadline dates for College bursaries and awards.	Financial Aid Office
1.3 Students must complete the application and submit all supporting documents by the deadline date provided.	Student
1.4 Applications will be reviewed to determine eligibility and ranking.	Financial Aid Office
1.5 Selection will be made by the Financial Aid Office, in consultation with the program coordinator based on established criteria.	Financial Aid Office and/or Program Coordinator
If consensus cannot be reached, the decision will be made by the Registrar.	Registrar
1.6 The Financial Aid Office will maintain records of recipients.	Financial Aid Office
2. Application Process for External Scholarships, Bursaries and Awards	
2.1 External bursaries and awards will be posted to the Financial Aid website.	Financial Aid Office
2.2 Students must complete the application and submit all supporting documents by the deadline date provided.	Student
2.3 Applications will be forwarded to the external party.	Financial Aid Office
2.4 Final selection will be made by the donor or in consultation with the Financial Aid Office based on established criteria.	Donor and/or Financial Aid Office

SUPPORTING DOCUMENTATION

N/A

RELATED POLICIES

Ch5-s3-01	First Class Standing
Ch5-s4-04	Academic Honour Roll
Ch5-s3-06	Graduate Awards

RELATED MATERIALS

N/A