



Coquitlam Teachers' Association

#208 - 2502 St. Johns Street, Port Moody, BC V3H 2B4
Tel: 604.936.9971 www.cta43.org Fax: 604.936.7515

TO: Senior Counsellors, All Secondary Schools
Continuing Education and CAFE

FROM: Pat Adolf, Executive Secretary

RE: CTA Policy 11 – Scholarship Committee Info **DATE:** April 4, 2012

CC: **FILE:** p12.scholarship-pol11-apr1-12

Attached is a copy of CTA Policy 11 (Scholarship Committee) which outlines the criteria for CTA awards:

- **Roy Krutow Scholarships:** 2 @ \$1250 each
 - *students must apply directly to the CTA by July 1st each year*
 - attached is a copy of the current application form (make copies as required)
- **Cam McKenzie Award:**
 - 1 @ \$500 allotted for each secondary school and Continuing Education
- **CTA Merit Award:**
 - 1 @ \$500 allotted for each secondary school and Continuing Education
- **CTA Student Assistance Bursaries:**
 - 4 @ \$300 each allotted to each secondary school and Continuing Education

Note: The 2008 AGM passed a policy change that stipulates that the above awards must be utilized for tuition paid within one academic year immediately following graduation (see Policy 11 c.6, d.4, e.2 and f.2).

For the last three awards, schools must forward the recipient names (*including home address and phone number*) to the CTA Office prior to the school's grad in June (*please indicate the date of the grad*) allowing enough time for letters to be prepared and sent back to the school for distribution at the graduation awards ceremony.

Please call me if you have any questions.

/pa

Distribution:

- | | |
|--------------------|------------------------|
| - Centennial | - Riverside |
| - Dr. Charles Best | - Terry Fox |
| - Port Moody | - Heritage Woods |
| - Gleneagle | - Continuing Education |
| - Pinetree | - CAFE |

11. SCHOLARSHIP COMMITTEE

a. Membership

The Scholarship Committee shall consist of a representative of each of the secondary schools of the district, a Continuing Education representative and the President or designate. (GM Oct./94) (GM Apr./00) (AGM 2008)

b. Responsibilities (AGM 1997) (GM Apr./00)

1. That CTA scholarships and bursaries (with the exception of the Roy Krutow Scholarships) be awarded at each secondary school enrolling Grade 12 students and to a Continuing Education student. (AGM 1997) (AGM 2008)
2. By June 20th, approve the CTA Merit Award winners as determined by each secondary school and Continuing Education. (AGM 2008)
3. By June 20th, approve the recipients of Student Assistance Bursaries as determined by each secondary school and Continuing Education. (AGM 2008)
4. By June 20th, approve the recipient of the Cam McKenzie Award as determined by each secondary school and Continuing Education. (GM Apr./00) (AGM 2008)
5. On or before September 15th, determine the Roy Krutow Scholarship winner.
6. Give full publicity for awards throughout the district.

c. Roy Krutow Scholarship

1. Each year two Roy Krutow Scholarships of \$1,250.00 will be awarded. (AGM 1989) (GM Oct./94) (AGM 1995) (AGM 1996)
2. The Roy Krutow Scholarship will be awarded to the son or daughter of a teacher employed by School District No. 43 or to the son or daughter of a deceased or retired teacher employed in School District No. 43 at the time of death or retirement.
3. Criteria for the Roy Krutow Scholarship
 - 3.1. academic achievement
 - 3.2. in case of a tie, school involvement will be considered.
 - 3.3. graduation from a B.C. public school (GM Nov./98)

4. Application forms may be obtained from a Coquitlam District 43 secondary school, Continuing Education or the CTA Office and must be submitted to the CTA Office by July 1. (GM Nov./98) (AGM 2008)
 5. The Roy Krutow Scholarship shall be advertised in the CTA Annual General Meeting Bulletin.
 6. Recipients must utilize Roy Krutow Scholarship monies for tuition paid within one academic year immediately following graduation. (AGM 2000) (AGM 2008)
 7. Winner must supply proof of registration for a post-secondary institution before the award is presented.
 8. January and June graduates are eligible for this scholarship.
- d. Cam McKenzie Award (AGM 1997)
1. The Cam McKenzie Award of \$500.00 will be awarded to a student in each secondary school and to a Continuing Education student. (AGM 1989) (AGM 1996) (GM Apr./00) (AGM 2008)
 2. Criteria for the Cam McKenzie Award will be as follows:
 - 2.1. Citizenship
 - 2.2. Service
 - 2.3. Leadership. (AGM 1997)
 3. Applications must be submitted to the Principal of the school attended by June 1st.
 4. Recipients must utilize Cam McKenzie Award monies for tuition paid within one academic year immediately following graduation. (AGM 2000) (AGM 2008)
 5. Winners must supply proof of registration for a post-secondary institution before the award is presented. (AGM 1997)
 6. January and June graduates are eligible for this award.
- e. C.T.A. Merit Awards (AGM 1997)
1. A CTA Merit Award of \$500.00 will be awarded to a top student in each secondary school and Continuing Education for a high degree of achievement in the high school graduating year. (AGM 1989) (GM Oct./94) (GM Apr./00) (AGM 2008)

2. Recipients must utilize CTA Merit Award monies for tuition paid within one academic year immediately following graduation. (AGM 2000) (AGM 2008)
 3. Winners must supply proof of registration for a post-secondary institution before the award is presented.
 4. January and June graduates are eligible for this award.
 5. Applications must be submitted to the principal of the school attended by June 1st.
- f. C.T.A. Student Assistance Bursaries (GM Oct./94)
1. The Student Assistance Bursaries shall be made available where financial need is a basic factor to assist in post-secondary education. (GM Oct./94)
 2. Recipients must utilize CTA bursary monies for tuition paid within one academic year immediately following graduation. (AGM 2000) (AGM 2008)
 3. Winners must supply proof of registration for a post-secondary institution before the award is presented. (GM Oct./94)
 4. Bursary monies in the amount of \$1,200.00 shall be allotted to each secondary school and Continuing Education to provide four awards of \$300.00 each. (AGM 1989) (GM Oct./94) (AGM 1996) (AGM 1997) (GM Apr./00) (AGM 2008)
 5. Applications must be submitted to the principal of the school attended by June 1st.
 6. January and June graduates are eligible for the bursaries.



COQUITLAM TEACHERS' ASSOCIATION

School District No. 43

#208 - 2502 ST. JOHNS STREET, PORT MOODY, B.C. V3H 2B4

TELEPHONE 604-936-9971

FAX 604-936-7515

APPLICATION FOR ROY KRUTOW SCHOLARSHIP

(Value: Two at \$1,250.00 each)

Name of Applicant: _____

Address: _____

City: _____ Postal Code: _____

Telephone Number: _____

School: _____

Address of School: _____

Name of Parent (CTA member)
currently working in School District #43
or at time of retirement/death: _____

School (if applicable): _____

Post-Secondary plans:

- Institution _____
- Program _____
- Career Goal _____

Participation in school activities: _____

Instructions for Application:

1. Send this application form to: ***(must be received in the CTA office by July 1st of each year)***

Coquitlam Teachers' Association
Scholarship Committee
#208 - 2502 St. Johns Street
Port Moody, B.C. V3H 2B4 (604-936-9971)

2. Send a **final** Ministry of Education Grade 12 transcript of marks and letter of acceptance from a post-secondary institution to the above address by **September 10th**. ***Deadline for receipt of these documents at the CTA Office is September 10th of each year.***

Prior to the award being processed, **winners must supply the CTA with:**

- proof of registration from a post-secondary institution, **AND**
- proof of fee payment (that is proof of tuition paid in excess of the amount of the scholarship)

3. Please note that NO further reminder of deadline dates will be issued to applicants.