



## **Town of New Tecumseth Mayor's Student Bursary Program Terms of Reference**

The Mayor's Student Bursary Program is designed to provide financial assistance to New Tecumseth students attending Banting Memorial High School, St. Thomas Aquinas Catholic Secondary School or any other accredited educational institution in New Tecumseth, in order that qualifying students may pursue post secondary educational opportunities including apprenticeship programs.

### **Funding**

The Mayor's Student Bursary Program will provide Student Bursaries in the amount of \$2,000.00 each, up to \$24,000.00 annually, to be funded from the net proceeds of the Mayor's Charity Event or as recommended by the Committee for Council approval. Additional funds may also be provided to youth groups and organizations or other projects that provide educational, community service or athletic opportunities benefitting youth as Council may deem appropriate should there be a surplus of funds once the annual bursaries have been awarded.

### **Eligibility for Bursary**

The bursary is available to:

- Any graduating student who is a resident of New Tecumseth and attending Banting Memorial High School, St. Thomas Aquinas Catholic Secondary School or any other accredited educational institution in New Tecumseth.
- Whose scholastic achievement would be high enough to gain acceptance to the post secondary avenue they choose.
- Who has completed the applicable application form and has submitted the following documentation:
  - Proof of acceptance into either university, college or apprenticeship program
  - A copy of their current year transcript to confirm a high standard of scholastic achievement
  - Information relating to community programs, organizations, and volunteer activities that they have been involved in along with their hobbies, interests and any employment information
  - Personal letters of reference supporting the bursary application

- A 500 word essay on the topic of their educational aspirations and goals with any extra curricular activities, community involvement and work experience and how the bursary would assist in their future educational aspirations and/or goals

The application will need to be reviewed and signed by their Guidance Councillor or their sponsor/employer for completeness.

## **Nominee Selection Process**

All Applications are to be submitted by the first Monday of May of the graduating year.

- All nomination packages will be addressed to the following and can be received by mail, e-mail or dropped off in person:

Mayor's Student Bursary Program  
c/o Office of the Clerk/Director of Administration Services  
10 Wellington Street East  
Alliston, Ontario L9R 1A1  
[awards@newtecumseth.ca](mailto:awards@newtecumseth.ca)

A Review Task Force consisting of the Mayor, Clerk, Director of Parks Recreation and Culture and one member from the Alliston & District Chamber of Commerce and/or one member from the Tottenham Beeton Chamber of Commerce will review all applications and make recommendations to Council.

Bursaries will be awarded at a Council meeting to the students by June 30<sup>th</sup> each year.

## **Distribution of Bursary**

Student bursaries will be paid directly to the post secondary institution specified by the student or will be paid to the student or family member for reimbursement of the tuition amount paid.

The bursary will only be applied to the post secondary institution in the year in which the bursary was awarded. If, due to an unforeseen reason related to a pandemic and/or health reason, the student is unable to attend class within the graduating year or the course in which they were registered for is cancelled in the graduating year, a request for transfer of the bursary to another school or postponement of bursary can be submitted together with proof by school of the cancellation of the course or proof of health reason to the Clerk's Department for consideration. Upon consideration and if approved, a postponement will be permitted to the following year.

Payments relating to projects benefitting youth approved by Council shall be made directly to the appropriate body or account.