

## APPLYING FOR AWARDS VIA THE ENGINEERING AWARDS WEBSITE:

**STEP 1)** Login and apply for Scholarships through the [Engineering Undergraduate Awards](#) website

**STEP 2)** Create a profile on the awards website

Click on Create Account, and then complete the Create Account section on the bottom

**Engineering Awards**

Home View Awards **Create Account**

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**Create Account**

**CURRENT U of M STUDENTS**  
To create an account, fill in the following form and select 'Create'. Note that your student number is NOT your UMnetID.  
An email with instructions for logging in will be sent to your myumanitoba.ca U of M email account.  
If you have not yet claimed your UMnetID, you **must** do so through signUM (the university's account management system)

**STUDENTS NEW TO THE U of M**  
If you are a new U of M student, please note that you must "activate" your UMnetID. This will generate your "myumanitoba.ca" e-mail address, needed to create your Engineering Awards account.  
Instructions and video on [How to Activate your U of M Computer Account \(your UMnetID\)](#)

If you have any trouble creating your Engineering Awards account or in submitting applications to the Engineering Awards site, please email [engaward@umanitoba.ca](mailto:engaward@umanitoba.ca) for assistance during regular business hours 8:30 AM - 4:30 PM, Monday - Friday.

Create Account

\* UMNet ID:

\* First Name:

\* Last Name:

Create

For help in completing sections of your profile, refer to the Faculty of Engineering [Undergraduate Awards/FAQs](#) webpage

**STEP 3)** Once you have completed creating an account or logged back into your account, you will be brought to this home page. If this home page does not appear and you require further assistance, please contact: [engaward@umanitoba.ca](mailto:engaward@umanitoba.ca)

## Engineering Awards

[Home](#) [My Account](#) [My Profile](#) [My Files](#) [View Awards](#) [My Bookmarks](#) [My Applications](#)

*Success!*

To get started:

- use 'My Account' to manage your name and password
- use 'My Profile' to enter your personal and academic information used for checking award eligibility
- use 'My Files' to upload and manage files that support your award applications
- use 'View Awards' to find and bookmarks awards of interest
- use 'My Bookmarks' to see bookmarked awards and to check eligibility and apply
- use 'My Applications' to view and manage the list of awards you have applied for

For information on using this site, please see:

- [Awards Information](#)

If you require further assistance, please contact: [engaward@umanitoba.ca](mailto:engaward@umanitoba.ca)

**STEP 4)** Click on the **“My Profile”** tab. On this page, please complete or update your information. Your eligibility information can be found in your Aurora Student account. Once you have updated or completed the page click, **“Save.”**

**Engineering Awards**

Home My Account **My Profile** My Files View Awards My Bookmarks My Applications

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**My Profile**

Profile

\* Student Number: 006807722

Contact Information

\* Address: 75A Chancellor's Circle  
Winnipeg MB

\* Phone Number: 204-123-4567

Eligibility Information

\* Program: Undeclared

\* Gender:  Male  Female

\* Citizenship: Canadian

\* Aboriginal:

\* Sessional GPA: 0.00

\* Degree Year: 1st Year

\* Degree GPA: 0.00

\* Earned Credit Hours: 0

\* Course Load: 0.00

\* Graduating:

Save

## Step 5) How to apply for an Award

[Scholarships](#) are available to apply from [January 3 to July 31](#)

[Bursaries](#) are available to apply from [August 1 to October 1](#)

a) Click on the **“View Awards”** tab, this will show you all the awards that Engineering offers which REQUIRE an Application.

For this example, I am going to apply for a scholarship.

b) To sort the awards to be the most useful would be to sort by **“Deadline.”** Click on **“Deadline”** until the current year deadline dates is showing, this will sort all the scholarships with applications to the top of the list. (You can do this for Bursaries as well when Bursaries open in August).

c) For High School Students applying for Entrance Scholarships, you can sort by using the tab **“Entrance.”** All High School Entrance Scholarships will have a **“yes”** indicated under the **“Entrance”** tab.

c) To apply for an award, under the **“Actions”** tab click on the view button. For this example, I am going to apply for the Ernest E. Robertson Scholarship.

The screenshot shows the 'Engineering Awards' website interface. The navigation bar includes 'Home', 'My Account', 'My Profile', 'My Files', 'View Awards' (circled in red), 'My Bookmarks', and 'My Applications'. The 'Award List' section is visible, with a 'Print' button. Below the navigation bar, there are 'Options' for filtering by 'Criteria' (set to 'All departments') and 'Paging' (set to 'Show all records'). The main table lists various awards with columns for Name, Entrance, Type, App. Req., Deadline, and Actions. The 'Deadline' column header is circled in red. The 'view' button for the Ernest E. Robertson Scholarship is circled in red.

Name	Entrance	Type	App. Req.	Deadline	Actions
ACEC Manitoba - Bill Evans Memorial Scholarship	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>
ACI Manitoba Chapter University of Manitoba Scholarship	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>
AECOM Scholarship	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>
Building Energy Management (BEMM) Scholarship in Engineering	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>
Canada Northlands Development Award	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>
Concrete Manitoba Scholarship	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>
Consortium for Aerospace Research and Innovation in Canada Scholarship in Engineering	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>
Easton I. Lexier Award for Community Leadership	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>
Engineering Class Of 1946 Fiftieth Anniversary Award	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>
Engineering Class Of 1946 Scholarship-Civil	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>
Engineering Class Of 1946 Scholarship-Electrical or Computer	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>
Ernest E. Robertson Scholarship	-	Scholarship	Yes	2019-08-01	<a href="#">view</a>

## Step 6) Completing an Application

- a) **Download the application form** (PDF format) listed in the **Supporting Files** section
  - We recommend that you save it to your computer first before filling it out
- b) **Complete** the required sections on **the application form and save** with the title **YEAR\_LAST NAME\_FIRST NAME\_AWARD NAME**. Then "print-to-PDF" or "save-as-PDF" if necessary to ensure text saves before saving to your computer



### Award Details

#### Award Information

Name: Ernest M. and Margaret (McCheyne) Scott Memorial Scholarship

Description: VALUE: \$11,925 (variable) - 2014-2015 award value  
\*Supporting File Required\*

#### TERMS & CRITERIA

Ernest M. Scott, Jr., B.Sc. (E.E.), M.B.A., Ph.D., has established a fund at the University of Manitoba to provide scholarships to students in Electrical Engineering. The Manitoba Scholarships and Bursaries Initiative made a contribution to this fund. Up to 70 percent of the annual available interest income from a capital fund of at least \$20,000 shall be disbursed each year to students who:

- (1) are enrolled as full-time students of Electrical Engineering in the Faculty of Engineering at the University of Manitoba;
- (2) have completed two years of study in the four-year program (or three years in a five-year program);
- (3) have demonstrated a high scholastic standard, with a minimum awards grade point average of 3.75 on work completed in the previous regular academic session;
- (4) are Canadian Citizens or Permanent Residents;
- (5) have demonstrated, through activities and personal conduct, leadership potential, inter-personal sensitivity, honesty, and high standards of personal principles and ethics.

Interest income amounting to at least 3.5 percent of the fund is to be capitalized each year. Income in excess of the capitalized amounts shall be available for scholarship disbursements.

The selection committee shall be the Scholarships, Bursaries and Awards Committee of the Faculty of Engineering.

Est. 03/97  
Rev. 11/06

Entrance: No

Award Type: Scholarship

Application Required: Yes

Close Date: 2019-08-01

Supporting Files: [Scott\\_Application.pdf](#)

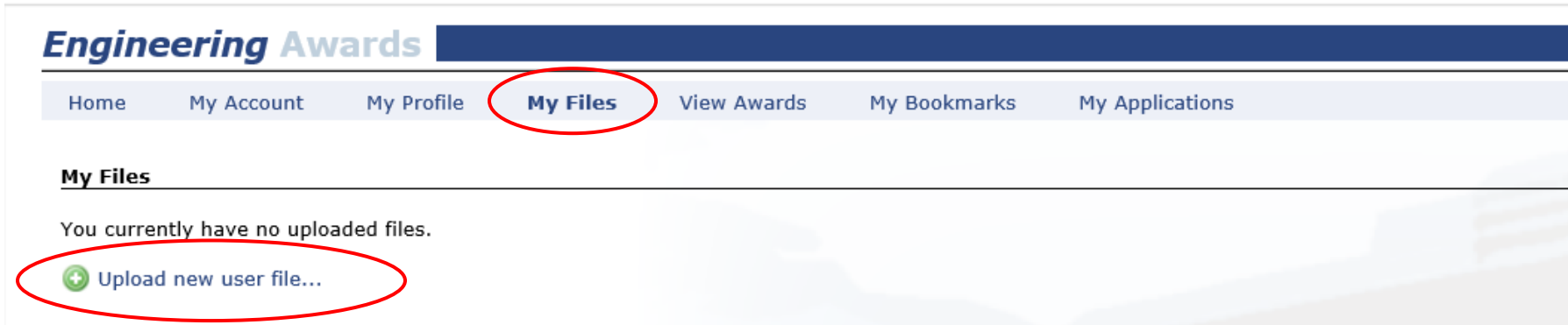
#### Actions

Add to My Bookmarks

Apply for this award

## STEP 7) Uploading your Application

- a) Once you have completed your application and saved it to your desktop, click on “**My Files.**”
- b) Click on “**Upload new user file...**”
- c) **Upload** the completed file **to the** section of your awards profile



The screenshot shows the 'Engineering Awards' website interface. At the top, there is a navigation bar with the following links: Home, My Account, My Profile, **My Files** (circled in red), View Awards, My Bookmarks, and My Applications. Below the navigation bar, the 'My Files' section is displayed. It contains the text 'You currently have no uploaded files.' and a green plus icon followed by the text 'Upload new user file...' (circled in red).

- d) Click on **Browse**

### Upload File



The screenshot shows the 'Upload File' form. It features a text input field labeled '\* File:' with a 'Browse...' button to its right (circled in red). Below the input field is an 'Upload' button.

e) Once you have selected the right application, click **“Upload”**

### **Upload File**

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File

\* File:

f) You will get a successfully uploaded message

### **Upload File**

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✔ **User File successfully uploaded.**

File

## STEP 7)

a) Return to the **View Awards tab** and click on it. Find the award you just completed and upload the application for, at the bottom of page under “**Actions**” click on "**Apply for this award.**"

b) When you have successfully applied for the award, there will be a check mark with a statement saying “added to **“My Applications”**”

## Engineering Awards

[Home](#)

[My Account](#)

[My Profile](#)

[My Files](#)

[View Awards](#)


[My Bookmarks](#)

[My Applications](#)



### Actions

 [Add to My Bookmarks](#)

 [Added to My Applications](#)



**STEP 8)** You have now successfully applied for an application. To view all the awards that you have applied for you, click on “**My Applications**”

**Engineering Awards** Committee Test Logout

Home My Account My Profile My Files View Awards My Bookmarks **My Applications**

**My Applications** Print

This is a list of awards you have applied for.

Options

Paging: 20 per page Go

Name	Entrance	Type	App. Req.	Deadline	Actions
Ernest E. Robertson Scholarship	-	Scholarship	Yes	2019-08-01	<a href="#">view</a> <a href="#">delete</a>

Award terms and availability are subject to change.

**STEP 9)** Once you have uploaded and applied for all the applications you are qualified for, logout of your account.