

St John's College Scholarships and Bursaries Workshop

January 23, 2024

Notes

About Scholarships and Bursaries

- ✓ Two application periods, April 1 and July 31
- ✓ Awarded on the first Sunday of November at our annual convocation

Difference between Scholarships, Bursaries, Awards, Prizes.

- ✓ Scholarships – based primarily on academic performance
- ✓ Bursaries – based primarily on financial need
- ✓ Awards and prizes – another name for scholarship. They tend to be generally based on a course specific grade

Eligibility Requirements

- ✓ Must be a College Member – if you're not already, no problem, just hop on over to Aurora and declare your college membership, or talk to Sherry any time and we can do it together
- ✓ Financial need – bursaries will require some kind of financial need. I will go into more detail on this in a bit, but I get a lot of questions about this. You do not have to have the most financial need to be given a bursary.
- ✓ Grades – Scholarships are based largely on your academic record. Most will require a minimum GPA of 3.0.
- ✓ Community involvement
 - church
 - volunteering
 - at SJC
 - at the University of Manitoba
 - In the community
 - sports
 - coming out to activities at SJC
 - participating in the SJCSA

Letter of Application – What it is and why it is important

- ✓ This is your introduction to the committee
- ✓ The more detail you provide the better.
- ✓ Confidential so don't be shy

Letter of Application – What goes into it

- ✓ You have 500 words to work with, so you have plenty of room. You can probably go longer, but try not to.
- ✓ Start by introducing yourself, tell us what you're studying, how long you've been a member at SJC, or if you've just joined
- ✓ Volunteer activities like church, non-profit, at SJC, and what role you play eg. Sunday School teacher, helped at bake sale with cash. Be detailed. If you're on a sports team or you go to yoga and stay after to help clean up, tell us.
- ✓ There are a couple of awards that ask you to tell us about hardships you've experienced and how you have over come them. There is a place in the application itself to go into details, but you can also do that here. Again, all applications are confidential, so don't be shy.
- ✓ This is also the place to talk about your financial situation – a reminder that no one else sees this
- ✓ I know it's awkward and uncomfortable. Be honest and give details. When the committee gets the applications, chances are, they don't know you, we can't guess your situation.
- ✓ Is there anything else you should include that might be relevant to the awards you are applying for
- ✓ You can always come back to this document and add to it before you submit your application.

Letter of Reference – The fundamentals

- ✓ Not every award requires a reference
- ✓ You only need one letter per referee, the person you ask. If you're applying for three scholarships, and they each require two references from professors, then you only need to ask two professors to write you a reference and send me the one letter which will be considered for all the awards you are applying for that require a reference from a professor.
- ✓ References should be sent to you and you email them to me. They need to be sent in .pdf or .docx format. Some people want to send the reference directly to me. That's fine, but again they need to be sent to me as .pdf or .docx, not in the body of an email.

Letter of Reference - Asking

- ✓ You can ask for references from professors, bosses, supervisors, co-workers, pastors, and so on.
- ✓ ask early, ask them now, after this workshop, and give them a firm deadline. The application deadline is April 1. Don't give them until April 1. I would suggest March 18. That way you have two weeks to make sure they get the reference to you and you can get it to me.
- ✓ Don't hesitate to follow-up.

Letter of Reference – What should be in it

- ✓ How they know you
- ✓ What they think of your character
- ✓ How you contribute at work, volunteering, in class, your work ethic
- ✓ If you're fun, friendly, helpful, etc.

Financial Need – What it is and why it's important

- ✓ We look at loan debt, and overall financial deficit first, then look to this for the details
- ✓ If you need to explain something on this form, add that to your letter of application

Financial Need – How to complete it

- ✓ From September 2023 to April 2024
- ✓ Per month
- ✓ Loan debt, payment should be as exact as possible
- ✓ Predict your summer 2024 earnings
- ✓ Predict your tuition based on what you paid for the 2023-2024 academic year
- ✓ Be as close as possible and average out. We know some months cost more than others.

Application Checklist

Step 1, Preparing to apply

- Write your letter of application in word, or pages, or whatever program you use
- Fill out the financial need worksheet and have it beside you or ready to copy and paste
- Have a way to take notes if you need to add to letter and any references needed.

Step 2

- Awards webpage: <https://umanitoba.ca/st-johns-college/student-experience/scholarships-bursaries-prizes/april-1-deadline>
- Scan through to see which ones you're going to apply for. Hopefully you've done this once or twice before,
- Be sure to read over the criteria so you know which ones you are eligible to apply for
- When you're ready, click on the Apply now button

Step 3

- Fill out your information

Step 4

- Copy and paste your letter of application into this space

Step 5

- Review awards and their eligibility criteria
- Check which award you are applying for
- Complete the information required, if any.
- Make a note of which applications require a reference, and what kind of reference. Eg. academic, work, community.
- Make a list of who you will ask.
- Note anything else you want to add to your letter of application and make those additions

Step 6 – Financial Need Worksheet

- Copy from your practice worksheet
- Note any final notes you want to add to your letter of application application and make those additions

Step 7 – Review your application

- Are you applying for all the awards you are eligible for?
- Is your letter of application complete?
- Do you have a list of all the references you need?

- Do you know who you will ask for those references?

Step 8 – Submitting your application

- Check the privacy statement and its declaration
- Click the submit button.
- Confirmation page showed up
- Confirmation email received

Next Steps

- Follow up with your references and send me their letters

A reminder that:

- ✓ Decisions aren't finalized until the end of September and notification will go out to everyone by the end of the first week of October.
- ✓ Awards given at SJC's annual convocation the first Sunday of November.

F.A.Q.

If I don't have two references/recommendations, what can I do?

- ✓ References come from:
 - Professors
 - Employers
 - Supervisors
 - Co-workers
 - Coaches
- ✓ Make a list of the kinds of references you need
- ✓ Talk to your professors:
 - participate in class
 - ask them for assistance during their office hours
- ✓ Volunteer
- ✓ Get involved at St John's College

Where do I look for volunteer opportunities?

- ✓ Church
- ✓ Community groups like Folklorama
- ✓ Are you on a sports team?
- ✓ Festivals
 - Jazz Fest
 - Folk Fest
 - Fringe Festival
- ✓ Non-Profits
 - United Way
 - Habitat for Humanity
 - Winnipeg/Manitoba Harvest
- ✓ Sporting events
 - Blue Bombers
 - True North Sports and Entertainment
 - Winnipeg Goldeyes

How do I get involved at St John's College and the University at large?

- ✓ At St John's College
 - Volunteering
 - Development Office
 - I ask for volunteers in September and November for Matriculation and Convocation
 - Helen, our Chaplain, often has events in the chapel and would welcome assistance with them
 - Your SJCSA
 - Participate in events
 - Get a study carrel (and use it, get to know the other people in your carrel room)

- Get onto the student council, they have a number of positions that need to be filled each year
- ✓ At the University of Manitoba at large
 - Student Life is always looking for student volunteers
 - There are dozens of student groups, get involved the same as with the SJCSA, go to events, be on their executives

Does only one person win each scholarship?

- ✓ Most of the time. There are a few awards that are big enough that the committee may decide to divide. For example the Alfred H. Shepherd bursary often gets divided up for three or four recipients.
- ✓ The other side of this question is can you receive more than one scholarship or bursary? We want to help as many people as possible, so chances are, if you get one, you will only get the one. But it can happen, depending on circumstances, that a student may get two or three. How does this happen? If a student is the only qualified applicant for the awards, or, and this is more likely, we have some automatic awards that are given out based on grades, which can impact how many awards someone receives.

Which entrance scholarships need a separate application process?

- ✓ Our entrance scholarships are a part of our July 31 deadline application. The process itself is the same as what we did today, but with different awards.

What is the number one thing that will increase my chance of standing out/make my application compelling?

- ✓ Be yourself
- ✓ Be detailed in your letter of application
- ✓ Do your best in your classes
- ✓ Get involved, especially at St John's College
- ✓ If you can't get involved, tell us why
- ✓ Have solid references

When does the application open?

- ✓ February 1 for the April 1 deadline and May 31 for the July 31 deadline
- ✓ The April 1 deadline application is open now, as of this workshop
- ✓ The application closes at 4:30 pm on April 1.
- ✓ Do not wait until the last minute. I do not give extensions.