



#212, 3016 – 5 Avenue NE, Calgary, Alberta T2A 6K4  
Phone:(403) 262-6616 Fax: (403) 234-9596

2019 February 1

**FROM:** Barb Greaves, Chair, Learner Diversity & Equity Committee  
**TO:** John Laurie Scholarship Applicants

## **IMPORTANT INFORMATION**

### **Applications – deadline is 4:00 pm on May 31**

The applications are due at the Calgary Public Teachers, ATA Local 38 office (#212, 3016 – 5 Avenue NE, Calgary, AB T2A 6K4) **no later than 4:00 pm on May 31** of the year of application. If May 31 falls on a Saturday or Sunday, applications will be accepted up to 5:00 pm on the following business day.

**If applications are not received by the deadline, applicants will be disqualified.  
No exceptions will be made.**

### **Transcript of Marks – deadline is 5:00 pm on August 31**

It is your responsibility to contact Alberta Education for your transcript of marks and to contact the ATA Local 38 office (403-262-6616) to make sure the transcripts have been received before the deadline of **5:00 pm on August 31**. If August 31 falls on a Saturday or Sunday, transcripts will be accepted up to 5:00 pm on the following business day. Alberta Education usually issues the transcripts the same day they are ordered and then they mail them to us the next day from Edmonton. Please make sure you allow at least one week for the transcripts to reach us by the deadline of August 31. (Please do not order your transcripts until July to ensure that all your final marks have been filed with Transcripts at Alberta Education). Applicants who attend high school outside of Alberta must request transcripts from their provincial department of education.

**The ATA will not be contacting you requesting your transcripts if they have not been received on time. If transcripts are not received by the deadline, applicants will be disqualified.**

### **Post Secondary Enrollment Certification Form – deadline is 5:00 pm on September 15**

The Post Secondary Enrollment Form will be sent to applicants along with the confirmation letter stating that we have accepted your application. Please have the Registrar's office of the Post Secondary Institution you are attending fill in this form as quickly as possible.

Due to classes beginning at different times in September there might be a delay with the Registrar's office completing the form. It is the applicant's responsibility to ensure that the ATA office receives the forms on time. **If there is a problem** and in order to meet the deadline of 5:00 pm on September 15 you or the Post Secondary Institution **may fax us** a copy of the completed form (fax 403-234-9596) but **the original form must be received at our office as soon as possible or you will be disqualified.**

**If you have any problems with the completion of this form, please contact Tracy Hodal, at the ATA Local 38 office, 403-262-6616.**

**CALGARY PUBLIC TEACHERS  
ALBERTA TEACHERS' ASSOCIATION LOCAL 38 JOHN LAURIE  
SCHOLARSHIP AWARD**

**ESTABLISHED GUIDELINES and SELECTION CRITERIA**

- Purpose:** The purpose of this award is to provide financial assistance to an Indigenous student to further their education at an accredited post-secondary institution.
- The scholarship is to recognize an Indigenous student with outstanding merit within the Calgary Board of Education.
- The Learner Diversity & Equity Committee will consider special needs and circumstances as part of its selection process.
- Eligibility:** The applicant:
- (1) Must be a Grade 12 graduate of Indigenous descent in a Calgary Board of Education school in the year of application or in the year immediately preceding the year of application,
  - (2) Must have attained a minimum overall average of 75% in any five of his/her five-credit Grade 12 courses or equivalent,
  - (3) Must submit a reference letter regarding involvement in activities within the school, community and/or employment. The letter must address the qualities, character, attributes and citizenship of the individual applicant.
  - (4) Must be registered in a first year program of a post secondary institution of his/her choice as a full time student (full time as defined by the institution) by September 15 of the school year of application.
- Value:** One award of \$800.
- Payment:** The scholarship cheques will be mailed directly to the successful applicant at the mailing address listed on the application.
- Selection Committee:** Calgary Public Teachers, ATA Local 38 Learner Diversity & Equity Committee. In all matters concerning this award, the decision of the Learner Diversity & Equity Committee shall be final. All information received will be treated confidentially.
- Deadline:** **All applications** and Academic School Transcripts must be received at the Calgary Public Teachers, ATA Local 38 Office (#212, 3016 – 5 Ave NE, Calgary, AB T2A 6K4) **no later than May 31** of the year of application.  
**Transcript of Marks** must be received at the Calgary Public Teachers, ATA Local 38 Office **no later than September 15**.  
**Post-Secondary Enrolment Certificate form**, enclosed in this application package, must be received **no later than September 15** of the year of application.