

## Beedie Luminaries Scholarship Program 2021 Program Guidelines

### OBJECTIVE

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The Beedie Luminaries Scholarship Program gives promising BC students the opportunity to advance their education, achieve their dreams and inspire others.

The program supports resilient students facing financial adversity who have the academic readiness and desire to create positive change in their lives. Scholarship recipients join a strong, diverse, well-connected support network of Beedie Luminaries students and future program alumni, as well as community leaders and mentors.

### NUMBER, VALUE AND DURATION OF SCHOLARSHIPS

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In its 2021 program year, the Beedie Luminaries Foundation will support 105 scholarships for the following:

- \$10,000 CAD per year for a bachelor degree program, or a college university transfer program, **tenable for up to four years of funding**; OR
- \$7,500 CAD per year for a college certificate/diploma or a trades program, **tenable for up to two years of funding**.

In addition to the financial support, the Beedie Luminaries Foundation offers student support, including:

- Invitations to Beedie Luminaries events;
- Invitation to join Beedie Luminaries digital community group;
- “Stay on Track” student support;
- Access to mentors;
- Beedie Luminaries Peer Support Groups; and
- Paid summer internship opportunities.

### ELIGIBILITY

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An eligible 2021 applicant must:

- Be a Canadian citizen or permanent resident since 2018;
- Be a full-time resident of British Columbia;
- Be in their final year of high school, entering into full-time studies in a first bachelor degree, first diploma/certificate, or first trades program at one of the eligible **public** post-secondary institutions listed below\*;
- Be ineligible for the BC Tuition Waiver Program (for former youth in care);
- Have a minimum cumulative average of 75% (or equivalent) for grade 11 and available grade 12 marks based on Universities Canada’s Calculation of Average Policy\*\*; and
- Have faced financial adversity.

\*Eligible post-secondary institutions:

British Columbia Institute of Technology	Northern Lights College
Camosun College	Okanagan College
Capilano University	Royal Roads University
Coast Mountain College	Selkirk College
College of New Caledonia	Simon Fraser University
College of the Rockies	Thompson Rivers University
Douglas College	University of British Columbia (all campuses)
Emily Carr University of Art and Design	University of Northern British Columbia
Justice Institute of British Columbia	University of the Fraser Valley
Kwantlen Polytechnic University	University of Victoria
Langara College	Vancouver Community College
Nicola Valley Institute of Technology	Vancouver Island University
North Island College	

**\*\*Universities Canada's Calculation of Average Policy**

Universities Canada's policy on calculation of average has been developed in consultation with university and college admissions and financial aid officers from across the country. It is Universities Canada's policy to calculate the academic average of applicants so that it reflects an academically well-rounded individual, while recognizing the differences in the programs of studies. For this purpose, the most recent, followed by the highest available grades in the following categories will be considered: Language, Social Sciences, Mathematics and Sciences. Six courses are chosen for each applicant, with no more than 2 in each category. If there are not enough available courses, the calculation of academic average may be based on 5 or 4 courses.

**FIELD OF STUDY / PROGRAM REQUIREMENTS**

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- There are no restrictions on the program of study or discipline.
- Program must be of a minimum of 2 years in duration.

**CONDITIONS AND RESTRICTIONS**

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- Depending on the curriculum, an applied bachelor program may be considered either as a university-level program or a college-level program;
- Students must commence their post-secondary studies in September 2021;
- Students must be enrolled in **full-time studies** at one of the eligible institutions listed in the "Eligibility" section of this document;
- The scholarship may be withdrawn if the student fails to make appropriate academic progress (according to the individual school's criteria), fails to obtain sufficient grades to pass a year or complete a program, withdraws from full-time attendance at the selected institution, or commits a crime;
- Employees of Beedie and their dependents are not eligible to apply; and
- A Beedie Luminaries Scholarship cannot be held concurrently with any other financial awards that total more than \$10,000 over four years (for a bachelor degree program) or \$5,000 over two years (for a two year college/trade school certificate/diploma program).

## ADMINISTRATOR

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Scholarship Partners Canada, a division of Universities Canada, administers the scholarship program on behalf of the Beedie Luminaries Foundation. Universities Canada's mandate is to facilitate the development of public policy on higher education and to encourage cooperation among universities and governments, industries, communities, and institutions in other countries.

Universities Canada is associated with leading firms in nearly every sector of the economy through its provision of scholarship services and management of more than 120 different scholarships programs on behalf of corporations, government agencies and private foundations throughout North America. For additional information, please visit [www.univcan.ca](http://www.univcan.ca).

Beedie Luminaries retains the right to change and/or end the sponsorship of the scholarship plan without notice.

## SELECTION PROCESS

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The Beedie Luminaries selection of scholarship recipients is made by experts from the community and educational institutions in British Columbia. The selection process will be conducted in three phases:

**Phase 1: Financial Adversity** - Each application is read and scored by two experts on the Beedie Luminaries Reader Panel, evaluating the applicant's demonstration of financial adversity, including the household income, living arrangements, etc. The top candidates move to Phase 2.

**Phase 2: Individual Evaluation** – Each application on the shortlisted list of candidates is read and scored based on the evaluation criteria listed below by three experts on the Beedie Luminaries Selection Committee.

Evaluation criteria:

- Demonstration of financial adversity;
- Clarity of the applicant's educational goals, focused commitment and academic readiness, according to BC's new curriculum set of core competencies;
- Applicants' proven work ethic, grit and resilience in the face of adversity;
- Responses to short-answer questions on the application form;
- Community and home contributions and/or extracurricular activities;
- Quality and relevance of the reference letters; and
- A brief personal video file.

**Phase 3: Interviews\* and Award Announcements** – The finalists are invited for interviews with the Beedie Luminaries Selection Committee. All applicants will be notified of the results of the selection process, once available.

Once the selection process is complete, decisions are irrevocable.

\*Applicants must make themselves available for interviews in late April/May 2021.

## SUCCESSFUL APPLICANTS

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Successful applicants will receive confirmation of their scholarship in May 2021. Recipients will be required to complete the online scholarship acceptance process and forward proof of registration from the educational institution they will be attending.

***It is the responsibility of the recipient to keep Scholarship Partners Canada informed of any changes to their contact information through the online portal.***

Please note, the names, videos and photographs of successful applicants may be used in promotional initiatives for the Beedie Luminaries Foundation.

## PAYMENT

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**Proof of registration** must be submitted to Scholarship Partners Canada upon acceptance of the award in the student portal **on or prior to the deadline date of July 15th, 2021** to activate the payment. Payments for this program will be made as follows:

- Scholarship Partners Canada will forward payment of the tuition portion of the scholarship (\$5,000 for a bachelor degree/university transfer program and \$3,750 for a diploma/certificate or trades program) to the institution on behalf of the Beedie Luminaries Foundation. The institution will be instructed by Scholarship Partners Canada to apply the payment to all tuition-related expenses and to credit any unused funds directly to the student. The tuition payment will be paid out once at the beginning of the fall term.
- Scholarship Partners Canada will forward payment of the stipend portion of the scholarship (\$5,000 for a bachelor degree/university transfer program and \$3,750 for a diploma/certificate or trades program) directly to the recipient on behalf of the Beedie Luminaries Foundation. The stipend payment should be used for additional educational expenses and will be paid out once at the beginning of the fall term.

Scholarship payment(s) will only be issued upon completion of the scholarship acceptance process and the submission of all required supporting documentation by Scholarship Partners Canada.

**It is the recipient's responsibility to ensure that payment of tuition fees is made within the defined time frame set by the educational institution regardless of the timing of the scholarship payment.**

Payment by the institution to the student will be made in accordance with the normal practice of the educational institution.

## APPLICATION PROCESS

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1. Submit an online application by visiting\_  
<https://portal.scholarshippartners.ca/welcome/BeedieLuminaries/>
2. It is the applicant's responsibility to ensure that all supporting documents have been received and accepted. This can be done through the online portal.
3. **An application with all supporting documentation** must be submitted electronically to Scholarship Partners Canada no later than the application deadline of **January 13th, 2021 at 9:00 a.m. PST.**
4. Applicants will be notified by email once their application has been received and processed by Scholarship Partners Canada. To ensure that all supporting documents have been received and accepted, visit <https://portal.scholarshippartners.ca/welcome/BeedieLuminaries/> to review your scholarship application information.
5. All communications regarding the Beedie Luminaries Scholarship will be done online via the student portal and via email.

## SUPPORTING DOCUMENTATION

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As part of this application, the supporting documentation described below is required. If any of these documents are not received and accepted, your application will be considered incomplete and will not be evaluated. **Supporting documents** must be received by Scholarship Partners Canada on **or before January 13th, 2021 at 9 a.m. PST.**

### 1. Transcripts

Please provide an **official transcript of your grade 11 marks** and your **grade 12 report card**. An official transcript will only be considered acceptable if it is presented on the official paper of the institution AND it bears the appropriate signature(s) and/or seal of the institution. Home school grades will only be accepted if they have been validated through a recognized, independent evaluation process.

The transcript and report card are to be uploaded to the online application portal. Scholarship Partners Canada reserves the right to request an original copy of an uploaded transcript at any time in order to verify its authenticity.

### 2. Two Letters of Reference

#### Academic

One letter of reference must come from a past or present teacher, school counsellor or administrator who knows the applicant and is familiar with their academic history, and who is not related to the applicant.

### **Community-based**

One letter of reference must come from an adult (18+) who is familiar with the applicant's contribution to the community, household and/or their engagement in volunteer and other extracurricular activities, and who is not related to the applicant.

**Both Letters of Reference must be sent directly to Scholarship Partners Canada by the person you have selected to write each letter via email to [awards@univcan.ca](mailto:awards@univcan.ca)**

**The email subject line should have the Student's First and Last Name.**

For assistance with the preparation of these letters, please refer to the **Letters of Reference Guidelines** in the next pages of this document.

**PLEASE NOTE: If any of the application requirements noted above are not met, the application will be considered incomplete.**

### **APPLICATION INQUIRIES**

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Scholarship Partners Canada  
Ref: Beedie Luminaries  
Toll free: 1-844-567-1237  
Fax: (613) 563-9745  
E-mail: [awards@univcan.ca](mailto:awards@univcan.ca)

**Scholarship  
Partners Canada.**  
**Partenaires en bourses  
d'études Canada.**

## LETTERS OF REFERENCE: GUIDELINES

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You have been asked to write a letter of reference on behalf of a student applying for a Beedie Luminaries Scholarship through Scholarship Partners Canada. Writing a letter of reference takes time and is greatly appreciated both by the applicant and by the program selection committee.

**The letters MUST be sent via email to [awards@univcan.ca](mailto:awards@univcan.ca) and received by January 13th, 2021, 9 am PST . The email subject line should have the Student's First and Last Name.**

The applicant would appreciate a prompt response in order to meet the application document deadline.

To assist you in the preparation of this letter, please refer to the scholarship program guidelines and to the information below.

### **Letter of Reference (Academic)**

If you are providing a reference letter related to a student's academic performance, please ensure that the letter indicates the student's full name, is typewritten on school letterhead, is signed, dated and includes your contact information.

Please state the length of time and the capacity in which you know the student. Please provide an overall picture of the student in the following areas:

- Personal character traits
- Strengths and weaknesses
- Academic history
- The applicant's educational goals, focused commitment and academic readiness, according to BC's new curriculum set of core competencies

In addition, please indicate if the applicant demonstrated resilience, extraordinary effort and ability to overcome adversity.

### **Letter of Reference (Community-based)**

If you are providing a reference letter related to volunteer/community contribution or extracurricular activities, please state the length of time and the capacity in which you know the applicant. Describe the applicant's role, their accomplishments and how their service and/or involvement has impacted the organization, the community or the individual students' household.

In addition, please indicate if the applicant demonstrated resilience, extraordinary effort and ability to overcome adversity.

**Thank you very much for taking the time to support this applicant and contributing to a fair selection process.**