



## 2023 PROGRAM GUIDELINES

### OBJECTIVE

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The SPARK Program (*Single Parent Award for Resilience and Knowledge*) recognizes the challenges and dreams of single parents who want to further their education and provide more opportunities for their families but are facing financial adversity.

The 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 2023 program year, the Beedie Luminaries Foundation will offer up to 15 Awards for the following:

#### FULL-TIME STUDENTS\*

- Up to \$11,000 CAD per year for a college certificate/diploma or trades foundation programs, tenable for **up to two years of funding** OR
- Up to \$11,000 CAD per year for a bachelors degree program, tenable for **up to four years of funding**.

#### Annual Payment Structure:

\$5,500 tuition payment - paid directly to the post-secondary institution in two equal payments (Fall and Winter Semester)

\$5,500 stipend - paid directly to the student in two equal payments (Fall and Winter Semester)

*\*Full-time studies are defined as completing at least 9 credits per academic term. A **minimum** of 24 percentage-graded credits (or equivalent) per academic year are required to remain eligible for scholarship renewal.*

## PART-TIME STUDENTS\*\*

- Up to \$5,500 CAD per year for a college certificate/diploma or trades foundation programs, tenable for **up to three years of funding** OR
- Up to \$5,500 CAD per year for a bachelors degree program, tenable for **up to six years of funding**.

### Annual Payment Structure:

\$2,750 tuition payment - paid directly to the post-secondary institution in two equal payments (Fall and Winter Semester)

\$2,750 stipend - paid directly to the student in two equal payments (Fall and Winter Semester)

*\*\*Part-time studies are defined as completing at least 3 credits per academic term. A minimum of 12 percentage-graded credits (or equivalent) per academic year are required to remain eligible for scholarship renewal.*

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

- Invitations to Beedie Luminaries workshops & events;
- Invitation to join the Beedie Luminaries digital community;
- “Stay on Track” Student Coach;
- BL Peer Support Groups;
- Access to mentors; and
- Career guidance.

## ELIGIBILITY

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An eligible 2023 applicant must be:

- a Canadian citizen or permanent resident since 2021;
- a full-time resident of British Columbia;
- at least 19 years of age;
- a single parent, with no spouse (regardless of marital status) or common-law partner present, living in a dwelling with one or more dependent children\*\*;
- planning to enroll or currently pursuing a first vocational diploma/certificate; or a first bachelor's degree in Canada as a full-time or part-time student at one of the eligible post-secondary institutions listed below;
- applying for this award for the first time (previous applicants are not eligible);
- able to begin studies in September 2023 or January 2024;
- ineligible for the BC Tuition Waiver Program (for former youth in care);
- not presently enrolled or concurrently receiving support from WorkBC Single Parent

Employment Initiative (SPEI).

**SPARK cannot be held concurrently with the SPEI support.**

**\*\*Dependent child:** An unmarried child, stepchild, adopted child or legal ward, supported by the applicant, who is:

- Under 18 years of age; or
- Under 21 years of age and registered in full-time school, university or vocational institute which provides a recognized diploma, certificate, or degree; or
- Of any age who, because of mental or physical infirmity, is accepted as a dependent for income tax purposes.

**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	Native Education College

**Please note, additional PTA (The Private Training Act) designated institutions *may* also be considered based on an individual's specific circumstances.**

**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 1 year 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, or continue, their post-secondary studies in **September 2023** or **January 2024**.

- Students must be enrolled in **full-time or part-time studies** at one of the eligible institutions listed in this document;
- The scholarship may be withdrawn if the family gross income exceeds the stated levels, if the student fails to make appropriate academic progress (according to the individual school and program's criteria), fails to obtain sufficient grades to pass a course or complete a program, withdraws from attendance at the selected institution, or commits an infraction or crime; (e.g., infraction such as breaching a school's code of conduct or engaging in plagiarism);
- Employees of Beedie and their dependents are not eligible to apply; and
- SPARK cannot be held concurrently with any other education-related financial award(s) that total more than \$10,000 per year, excluding student loans.

*Please note: If you are currently on Income Assistance or receiving any government subsidies, please have a discussion with your Community Partner representative or a government social/case worker to make sure you have clearly thought out your decision and that you understand the impact the additional funding from the Beedie Luminaries Award may have on your existing benefits and subsidies.*

## 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:** Each application is read and scored by a minimum of two experts on the Beedie Luminaries Selection Committee.

**Phase 2:** The Beedie Luminaries Selection Committee will invite shortlisted candidates for interviews.

**Phase 3:** The Beedie Luminaries Foundation will meet to determine award recipients.

Once the selection process is complete, decisions are irrevocable. Only the finalists will be invited to an interview.

## EVALUATION CRITERIA

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- Demonstration of financial adversity;
- Personal circumstances;
- Applicant's proven work ethic, grit and resilience in the face of adversity;
- Clarity of the applicant's educational goals, and focused commitment;
- Career goals;
- Quality and relevance of the reference letter.

All applicants will be notified of the results of the selection process, once available.

## SUPPORTING DOCUMENT

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

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

For assistance with the preparation of these letters, please refer to the Letters of Reference Guidelines (next page).

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

## APPLICATION ENQUIRIES

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Scholarship Partners Canada  
Reference: 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.**

## LETTER OF REFERENCE

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You have been asked to write a letter of reference on behalf of an applicant applying for a Beedie Luminaries **SPARK** 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.

This letter should speak to the applicant's resilience, challenges, and educational goals.

**The letter MUST be sent via email to [awards@univcan.ca](mailto:awards@univcan.ca) and be received by April 21, 2023, 9:00 am PST . The email subject line should have the SPARK Applicant's First and Last Name.**

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

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