

Northern Futures Scholarship

APPLICATION GUIDELINES

INSTRUCTIONS:

- ▶ Read the application guidelines carefully before you complete the application form.
- ▶ The application form can be downloaded from our website at www.nwtel.ca under Northern Futures Scholarship Program.
- ▶ Use the checklist provided at the end of this document to ensure all supporting documentation is submitted by the deadline date of July 31st. Only completed application packages will be accepted and reviewed by the Scholarship Selection Committee.

GOAL OF THE SCHOLARSHIP PROGRAM:

We want to invest in potential future Northwestel employees by awarding scholarships to northern students, by providing potential Northwestel summer employment (gaining valuable work experience in their field of study), and by learning about talented young people who could potentially become permanent employees upon graduation. Please note: you are not guaranteed a summer student position and are required to participate in the interview process and must continue your full time studies in the fall.

We are excited to provide six scholarships in the amount of \$4000.00 each to eligible applicants who are residents within our Northern British Columbia, Northern Alberta, Yukon, NWT and Nunavut operating areas who are attending post secondary schools in Commerce/Business or who are pursuing post-secondary education in Engineering, Electrical/Telecommunications and Computer Sciences! Our goal is to award at least three scholarships to Indigenous students.

The winners will be presented with a letter of offer guaranteeing them a position as a summer student for the upcoming summer.

ELIGIBILITY

- ▶ Enrolled in full-time post secondary studies in a two year diploma program or a four year degree program with your major declared. Pursuing an education in Engineering, Commerce/Business, Computer Science or Electrical/Telecommunications.
- ▶ Northern resident – residing within Northwestel's above-referenced Operating Areas.

GENERAL SCHOLARSHIP GUIDELINES/CRITERIA

- ▶ Scholarships are provided for the academic year that begins in the fall term of the year of the application and continues through the following year to the end of the winter/spring term.
- ▶ Scholarship recipients and other applicants may re-apply to the program each year provided they continue to meet the criteria.

MANDATORY DOCUMENTS TO BE SUBMITTED WITH THE APPLICATION FORM

1. Proof of Ancestry (i.e. photocopy of status card, beneficiary identification or letter) – only if applying to be considered for one of the scholarships designated for Indigenous students.
2. Proof of northern residency (i.e. drivers license, utility bill, health card, proof of vehicle insurance (must include address)).
3. Copy of acceptance letter from post-secondary or educational institute.
4. Copy of most recent transcript. (i.e. High School, College or University).
5. Letter of introduction. (min. 500 words, max. 1000 words) or Video (4-8 minutes) – see next page for more details
6. Current photo for media release (if chosen) – in JPEG format (head and shoulders with face fully visible).
7. Fill out and sign the Northern Futures Scholarship Application form – can be downloaded from our website at www.nwtel.ca/Scholarship.

HOW TO SUBMIT THE PERSONAL INTRODUCTION COMPONENT

Content Required:

- ▶ Tell us about yourself: where you are from, your family and community.
- ▶ State your reason for choosing your field of study and why you are passionate about this field.
- ▶ State your expectations for your career and future employment.
- ▶ Describe your contribution and ongoing involvement in your community.
- ▶ Identify the challenges and successes you have experienced during your schooling.

This can be done in two ways:

- a. Write a letter (500-1000 words) or
- b. Create a video (4-8 minutes) – upload to YouTube using the file name: "Nwtel Scholarship Application: last name, first name"

Visit nwtel.ca/Scholarship

Steps on how to upload to YouTube:

1. Create a YouTube Account (www.youtube.com)
2. Sign In
3. Go to 'Video Manager'
4. Select 'Upload a Video'
5. You then have an option to upload a video from your computer or smart phone or other multimedia device. You also have an option to use a webcam. Please name your video: **"NWtel Scholarship Application: (ex: Smith, Jane)"**

Note: If you do not want your video to be searchable on sites such as YouTube, Google etc... make sure you adjust your Privacy Settings.

- ▶ Go to Video Manager
- ▶ Go to Uploads
- ▶ Click on the Lock beside the video (to the right)
- ▶ Privacy and publish settings
- ▶ Select Your Preferred Privacy Setting
(If you select 'Private', be sure to enter scholarships@nwtel.ca as the viewer)

SCHOLARSHIP SELECTION COMMITTEE

Applications are reviewed by the scholarship selection committee, all decisions are final and there is no appeal process. When assessing applications, the scholarship selection committee uses the following criteria:

- ▶ Demonstrated academic merit
- ▶ Quality and content of the personal introduction letter/video
- ▶ Evidence of suitability and commitment to field of study
- ▶ Stated desire to return to the north after graduation
- ▶ Community involvement

NOTIFICATION

All applicants, successful or otherwise, will receive written notification from the selection committee regarding their application.

SUCCESSFUL SCHOLARSHIP RECIPIENTS

- ▶ In the event you withdraw from full-time studies before the academic year begins and have been awarded a scholarship, you are required to return the full amount of the scholarship.
- ▶ In the event you withdraw from full-time studies during the subsequent academic year, you must immediately return any unused portion of the scholarship.
- ▶ Scholarship recipients will be asked to participate in publicity and promotional events sponsored by Northwestel and will be required to sign the declaration on the Application Form agreeing to this condition.
- ▶ Scholarship recipients are required to submit proof of registration from the educational institute prior to scholarship funds being transferred.

APPLICATION DEADLINE

All applications must be received by 4:00 p.m. (PST) July 31. Fully completed application packages (application form and all supporting documentation) must contain current information and can be delivered by one of the following ways: (please ensure all documents are clearly marked with your name on them).

- a. Email to scholarships@nwtel.ca
- b. Fax to **867-668-3236**
- c. Mail to: **Northern Futures Scholarship Committee**
P.O Box 2727
Whitehorse, Yukon
Y1A 4Y4

Northern Future Scholarship

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APPLICATION CHECKLIST

(you must submit all of the following along with your Application Form to be considered for the Scholarship).

- Proof of ancestry (i.e.: photocopy of status card, beneficiary identification or letter) – if applying to be considered for one of the scholarships designated for Indigenous students.
- Proof of northern residency (i.e. drivers license, utility bill, health card, proof of vehicle insurance (must include address)).
- Copy of acceptance letter from post-secondary or educational institution.
- Copy of most recent transcript (i.e.: high school, college or university).
- Introduction letter or video.
- Current photo for media use (JPEG format).
- Completed and signed application form. Electronic signatures acceptable.

Use this checklist to ensure you are providing all necessary documents for your application.

HOW YOUR PERSONAL INFORMATION MAY BE USED

By submitting and signing the application form, you consent to the use, collection and disclosure of your personal information in accordance with the terms, including but not limited to:

- ▶ Your name
- ▶ Your age
- ▶ Your address
- ▶ Your hometown
- ▶ Where you attend school and program of study
- ▶ Your family status, marital status and parental status
- ▶ The Indigenous group you are a part of
- ▶ Your biography
- ▶ Your picture and videos

We may utilize your personal information outlined above for marketing through different outlets including but not limited to:

- ▶ Television
- ▶ Radio
- ▶ Social Media
- ▶ Internet Websites
- ▶ Newspapers

By not agreeing to the above, we reserve the right to deem you ineligible for the scholarship program.