



**The
E. C. Hutchinson
Memorial
Bursary
Fund
2007**

Administered through
Lakeshore St. Andrew's Presbyterian Church
Town of Lakeshore, Ontario

The E. C. Hutchinson Memorial Bursary Fund



FOREWORD

The E. C. Hutchinson Memorial Bursary Fund was established to further the education of individuals who regardless of age and in the opinion of the E. C. Hutchinson Memorial Bursary Committee of Lakeshore St. Andrew's Presbyterian Church:

1. Show conscientious application to their studies.
2. Show most promise of benefiting from further education.
3. Need assistance in order to achieve their educational goals.
4. Have demonstrated a commitment to Lakeshore St. Andrew's and the community by doing charitable or volunteer work.
5. Reside within the area designated as Windsor and Essex County.
6. Are regular attending members or adherents of Lakeshore St. Andrew's Presbyterian Church.

At Mr. Hutchinson's insistence, the awarding of bursary monies was not to be granted *"solely on the basis of achieving high academic grades."* The intention of the bursary was *"to assist students who would benefit most from further education without regard to their level of academic achievement."*

The E. C. Hutchinson Memorial Bursary Fund



BURSARY GUIDELINES

1. Bursary funds will be made available on a per semester, intersession, or summer school basis.
2. Applicants may apply for bursary funding once per calendar year.
3. The applicant is responsible for the completion of all sections of the application, including required signatures and required supporting documents.
4. The applicant is to submit a one-page essay stating reasons for applying for the bursary.
5. Proof of registration and acceptance at a post-secondary institution of higher learning must be provided before bursary funds will be awarded.
6. One written reference supporting the applicant's involvement in community and volunteer work. The reference should be from a person such as a(n):
 - a. Leader of LSA ministry area the individual is involved in.
 - b. Teacher.
 - c. Executive member of a volunteer or community organization.The letter must not be from a parent, relative or guardian of the applicant.
7. The application must include the following:
 - a. Official transcripts identifying all courses completed, final grades received and principal signature.
 - b. An overall grade average from all secondary courses clearly shown.
 - c. Up-to-date marks for courses in progress.
8. Photocopies of Revenue Canada's Notice of Assessment from previous year from parent(s), guardians or sponsors and student.
9. If the applicant wishes to have his/her transcript or any of the other documents returned he/she must include a stamped, self-addressed envelope.
10. Incomplete applications or applications unaccompanied by the required documents as outlined above will not be considered.
11. All applications must be submitted to the selection committee a minimum of six weeks prior to the commencement of session, intersession or summer school.
12. Completed applications must be returned to the selection committee by:
 - a. Submitting sealed applications to the church office at Lakeshore St. Andrew's Presbyterian Church.
 - b. Or by mailing applications to:

Lakeshore St. Andrew's Presbyterian Church
235 Amy Croft Dr.
Tecumseh ON N9K 1C8

For inquiries please call Lakeshore St. Andrew's Presbyterian Church at 519-979-8082 during regular office hours between 8:30 a.m. and 4:30 p.m.

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Application Form					
Surname:		Given Names:		DOB:	
Address:		City:		Postal Code:	
Phone (H):		Email:			
Name of School:					
Name of Post-Secondary Institution:					
Address:		City:		Postal Code:	
Name of Program					
Number of Years					
Diploma Pursued:					
Career Path:					
Please supply the following information for 3 references:					
Name:		Address:			
City:		Postal Code:			
Phone (H):		Email:			
Name:		Address:			
City:		Postal Code:			
Phone (H):		Email:			
Name:		Address:			
City:		Postal Code:			
Phone (H):		Email:			
Declaration:					
<p>I _____, hereby apply for the E. C. Hutchinson Memorial Bursary Fund under the terms outlined in this document. I hereby declare that all information given is complete and true, that I will be a student for the academic period stated and will attend the educational institute indicated above on the application form. I also hereby declare that the bursary is essential to enable me to continue my education. I am also aware that in the event that I were to receive the bursary, all monies will be forwarded on my behalf by the selection committee at Lakeshore St Andrew's Presbyterian Church to the academic institution shown on the application form.</p>					
Signature of Applicant:				Date:	
Signature of Witness:				Date:	
Address:				City:	

The E. C. Hutchinson Memorial Bursary Fund



The following document applies to applicants living with parents, guardians or sponsors.

Declaration by Parent, Guardian or Sponsor:			
This section must be completed by one of the above.			
Name:			<input type="checkbox"/> Married <input type="checkbox"/> Single
<input type="checkbox"/> Parent <input type="checkbox"/> Guardian <input type="checkbox"/> Other (specify):			
Other dependent children:			
Name of Child:		DOB:	<input type="checkbox"/> School <input type="checkbox"/> Post-Secondary <input type="checkbox"/> Other:
Name of Child:		DOB:	<input type="checkbox"/> School <input type="checkbox"/> Post-Secondary <input type="checkbox"/> Other:
Name of Child:		DOB:	<input type="checkbox"/> School <input type="checkbox"/> Post-Secondary <input type="checkbox"/> Other:
Name of Child:		DOB:	<input type="checkbox"/> School <input type="checkbox"/> Post-Secondary <input type="checkbox"/> Other:
Dependents other than children:			
Name:		Specify why:	
Name:		Specify why:	
Name:		Specify why:	
Occupation of Head of Household:			
Name of Employer:		Address:	
Total combined income of parents or guardians (if self-employed, show income before living expenses are deducted):			
Note: Please attach photocopies of Revenue Canada Notice of Assessment Form from prior year.			
Please use the following space to outline any information that is relevant to the above declaration.			
Declaration:			
I _____, hereby declare that the information given above is complete and true in all respects.			
Signature of Parent, Guardian or Sponsor:		Date:	
Signature of Applicant:		Date:	

The E. C. Hutchinson Memorial Bursary Fund



The following document applies to applicants who are not living with a parent, guardian or sponsor.

Declaration by Applicant:			
Name:			<input type="checkbox"/> Married <input type="checkbox"/> Single
Dependents:			
Name:		Relationship:	
Name:		Relationship:	
Name:		Relationship:	
Name:		Relationship:	
Name:		Relationship:	
Name and Address of Employer:			
Applicants yearly income:			
Note: Please attach photocopies of Revenue Canada Notice of Assessment Form from prior year.			
Please use the following space to outline any information that is relevant to the above declaration.			
Declaration:			
I _____, hereby declare that the information given above is complete and true in all respects.			
Signature of Applicant:			Date:

The E. C. Hutchinson Memorial Bursary Fund



Volunteer and Community Involvement:

Organization:		Contact Name:	
Address:		City:	Postal Code:
Phone:		Email:	

Organization:		Contact Name:	
Address:		City:	Postal Code:
Phone:		Email:	

Organization:		Contact Name:	
Address:		City:	Postal Code:
Phone:		Email:	

Organization:		Contact Name:	
Address:		City:	Postal Code:
Phone:		Email:	

In the following space provided please outline how you have demonstrated a commitment to the community in which you are living.