

**Revised Terms of Reference for St. Andrew's Church
175th Anniversary Bursary Program
(September 13, 2007 with amendments January 2009)**

1. Name: St. Andrew's Church 175th Anniversary Bursary.
2. Source of Funds: St. Andrew's Church Budget for Christian Education, allocated annually.
3. Value: \$1,000.00 to be allocated to one recipient or divided equally among two or more, based on the applications that are received and as determined by the Bursary Selection Committee at its sole discretion.
4. Frequency: Awarded annually. Should the Bursary Selection Committee so decide in any year, the bursary may not be awarded in that year.
5. Eligibility Criteria:
 - Open to members or adherents of St. Andrew's Church, or to any others who are associated with St. Andrew's Church. Applicants must be entering or continuing current enrollment at a recognized college, community college, university or trade school for the academic year beginning in September. Mature students returning to a course of study are included. Students may be attending a full-time or part-time course of study. Students must be attending a single course of at least 5 months duration or multiple courses over at least 3 months duration.
 - The bursary will be awarded on the basis of a demonstrated contribution to the life of St. Andrew's Church.
6. Selection Process:
 - Selection of the bursary recipient(s) will be made by the Bursary Selection Committee. This committee will be comprised of all members of the Christian Education Committee who are present at the meeting called for this purpose when the selection process takes place.
 - Selection of the recipients will be made on the basis of the eligibility criteria set out above, as demonstrated by the applicant's written submissions.
7. Application Procedure:
 - The Bursary Program will be promoted to the congregation through "The Catalyst" newsletter and the weekly bulletin prior to application deadlines as arranged by the Christian Education Committee.
 - Bursary application forms will be available at the church office.
 - All applications must be made using the approved application form.
 - Completed forms may be returned by mail or hand-delivered to the church office. They must be received before the application deadline.
 - Proof of registration is to be given to the committee before the bursary is paid.
 - No one individual may receive the bursary for more than three consecutive years.
8. Timing:
 - Deadline for applications: Feb 22.
 - Selection Committee meets by February 27th.
 - Recipient(s) to be notified by letter by March 3rd.
 - Recipients will be recognized at St. Andrew's Anniversary Service in March.
 - Recipients may be asked to address the Anniversary Dinner.

St. Andrew's Church 175th Anniversary Bursary Application Form

The St. Andrew's Church 175th Anniversary Bursary is available in each year to a student or students enrolled in or embarking on a full-time or part-time course of post-secondary education at a recognized college, community college, university or trade school. The total amount of the bursary is \$1,000 which may be allocated to one student or divided equally among two or more. The Bursary may not be awarded in any year, at the discretion of the committee. Please refer to the Bursary Terms of Reference for a complete list of the criteria that will be considered and a description of the selection procedure.

If you would like to be considered for the bursary in this coming year, please submit a completed application form to the Church Office (by mail or drop-off) on or before February 22. Your application will be considered by the selection committee, and the winner or winners will be notified by March 3rd. The bursary recipient(s) will be formally recognized at St. Andrew's Anniversary Dinner in March.

Name _____

Address _____

Phone _____ FAX _____

E-mail _____

Where will you be studying during the period Sept 2008 to August 2009?

Name and address of educational
Institution _____

Proposed or continuing course of study _____

Course Description _____

Proposed dates of the course of study (this year or this academic year) _____

The qualifications for this Bursary involve a demonstrated contribution to the life of St. Andrew's Church.

Please attach a letter of one to two pages describing your contribution to the life of St. Andrew's. Please describe when and how you became a member/adherent of St. Andrew's Church, your involvement in St. Andrew's, or the way or ways in which you are connected to or are a recipient of the Church's ministry.