

growing opportunity

POLICY NO. 7300-002

TITLE: SCHOLARSHIP PROGRAM

February 28, 2023

PURPOSE:

In recognition of the importance of education to the future well-being of rural communities, Westlock County wishes to financially assist students attending a recognized post-secondary institution within Canada or abroad. Westlock County will award no more than two (2) \$500 scholarships per calendar year.

1.0 .0 DEFINITIONS:

- 2.1 "Applicant" means the individual applying for the scholarship.
- 2.2 "Application" means the submission provided by the individual.
- 2.3 "Community Grant Advisory Committee" means a combination of Council members, County administration and the public.
- 2.4 "Council" means the duly elected body of Westlock County.
- 2.5 "Post-secondary institution" means an academic, technical, business, professional or other school, college, or university, operating internationally offering educational credentials or offering instruction or educational services, primarily to any individual who has completed secondary education.
- 2.6 "Westlock County" means the municipal corporation of Westlock County.

2.0 ELIGIBILITY:

- 2.1 To be eligible to apply for a scholarship, the applicant must meet the following conditions:
 - 2.1.1 The applicant must be a resident of Westlock County who shows evidence of full-time enrollment in a recognized post-secondary educational institution.
 - 2.1.2 The applicant must not have previously received a scholarship award from Westlock County.
 - 2.1.3 The applicant can be a member or immediate family of Westlock County Council.





2.1.4 The applicant must be willing to attend a presentation ceremony of the scholarship.

3.0 SUBMISSIONS:

- 3.1 Scholarship submissions will be reviewed by the Community Grant Advisory Committee who will forward recommendations to Council. The review panel will evaluate submissions based on the following criteria:
 - 3.1.1 The applicants' eligibility to receive a scholarship.
 - 3.1.2 The applicants' description of how relevance of study relates to rural communities.
 - 3.1.3 The applicants' academic performance, community involvement and citizenship.
- 3.2 The personal information of successful recipients may be shared with the media unless Westlock County is otherwise notified in writing.
- 3.3 Applicants must include in the following as part of their submission:
 - i. Copy of acceptance letter into post-secondary institution.
 - i. Academic performance records from school year prior.
 - ii. Letter/essay detailing relevance of study to rural communities and community involvement and citizenship.
- 3.4 Annual scholarship submission deadline is August 31st each calendar year and recipients will be chosen no later than October 31.
- 3.5 Scholarship cheques will be issued to the successful recipient(s) no later than December 31 of the same year.



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4.0 REVIEW OF POLICY

4.1 This policy will be reviewed on an annual basis by the CAO or its designate and will determine if changes are required and make recommendations to Council for said changes.

5.0 END OF POLICY

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Chief Administrative Officer

Date Signed

POLICY HISTORY:

First Enacted: March 10, 2011 Reviewed: February 21, 2023

Reviewed and Amended: February 28, 2023



