



POLICY 7.02

SCHOLARSHIPS, AWARDS & BURSARIES

Scholarships, Awards & Bursaries Program

POLICY INTENT

The intent of the AUSU Scholarships, Awards and Bursaries Program is to promote academic achievement and community spirit in the student population, as well as to supply aid to those members who encounter financial hardships.

POLICY RESPONSIBILITY

Council

POLICY

Administration of Awards

- 7.02.01 Applications and nominations should be made to the Athabasca University Students' Union, when required, by the deadline stipulated in each award. Incomplete applications will be rejected unless all supporting documents are received by the deadline stipulated. It is the student's responsibility to contact the office to ensure their application has been received and is complete.
- 7.02.02 The selection committee for all AUSU awards except the Emergency Bursary, shall be the AUSU Awards Committee.
- 7.02.03 Emergency Bursaries shall be disbursed to qualifying applicants by the Executive Director with confirmation from the Awards Committee Chair.
- 7.02.04 The Administrative Assistant must forward all completed applications to the Awards Committee within 5 business days of the application deadline. For November 1st awards the deadline for mail out is December 15th and for May 1st awards the deadline for mail out is June 15st.
- 7.02.05 Award funds will be paid directly to the award winners by cheque for all awards with exception of the Computer Bursary, Emergency Bursary and Travel Bursary.
- 7.02.06 Each fiscal year, any awards that are not given out will be available for the following awards cycle within the same fiscal year. No awards will be carried over into the following fiscal year.

Eligibility Criteria

- 7.02.07 Application and decision deadlines will vary per award and will be distributed throughout the year to ensure the maximum availability of awards to members.

- 7.02.08 AUSU Councillors and staff are not eligible for awards requiring application.
- 7.02.09 No member may receive the AUSU Bursary more than once per 12 month period. The award deadline will be used for making this determination.
- 7.02.10 When the number of completed credits is calculated to determine eligibility, all transfer and challenge credits will be included in this number.
- 7.02.11 Eligibility Criteria will vary per award and will be outlined in detail in each award description.
- 7.02.12 Where awards descriptions refer to a GPA calculation based on the most recent courses completed, the courses used for this calculation shall be those with the most recent completion dates. When a choice must be made between two or more courses with the same completion date, the course(s) with the highest marks shall be used.

AWARD DESCRIPTIONS

7.02.13 **AUSU Awards are divided into seven categories for a total of \$38,300 per annum:**

1. Academic Achievement Scholarships - (14 awards for \$14,500 total)
2. AUSU Bursaries - (10 awards for \$10,000 total)
3. Computer Bursaries – (8 awards for \$6,400 total)
4. Travel Bursaries – (\$1000 maximum each for a total of \$2,000)
5. Emergency Bursaries – (\$500 maximum each for a total of \$6,000)
6. Student Service Awards - (2 awards for \$1,000 total)

1. AUSU Academic Achievement Scholarship

Degree Students (12 Awards):

Academic Achievement Scholarships are designed to reward excellence in scholarship by continuing Athabasca University students. Six will be awarded each November and May for a total of 12 awards per fiscal year for members currently enrolled in AU degree programs. Members can only win each category once.

Three credit categories will be used: 30 credits, 60 credits and 90 credits. Students must complete one of these credit minimums by the appropriate deadline to be considered for this scholarship in October or April. For the November award students must complete one of these credit minimums by the previous July 31st. For the May award students must complete one of these credit minimums by the previous January 31st.

Awards will be distributed as follows:

90 credit category: Highest GPA in best 45 credits receives \$1,500; Second highest GPA receives \$750

60 credit category: Highest GPA in best 30 credits receives \$1,500; Second highest GPA receives \$750

30 credit category: Highest GPA in best 15 credits receives \$1,500; Second highest GPA receives \$750

No more than 50% of credits may be transfer or challenge credits. The number of A+ grades (tallying A+ grades in 6 credit courses as two) will be used to break ties, followed by the number of AU credits completed, followed by the number of A grades (also tallying A grades in 6 credit courses as two). Application is NOT required.

Certificate and Diploma Students (2 Awards):

For members in the undergraduate University Certificate and Diploma programs, one \$500 award will be offered each November and May for a total of 2 awards per fiscal year. The award will go to the individual with the highest GPA in the best 15 AU credits. A minimum of 15 AU credits must be completed by the previous July 31st for the November Award and by the previous Jan 31st for the May award to be considered for this award. The number of A+ grades (tallying A+ grades in 6 credit courses as two) will be used to break ties, followed by the number of AU credits completed, followed by the number of “A” grades (also tallying A grades in 6 credit courses as two). Application is NOT required.

2. AUSU Bursaries

AUSU Bursaries are designed to aid members in financial need and/or with exceptional life circumstances. Members must demonstrate financial need, have completed a minimum of 12 AU credits and maintain a GPA of 2.00 (C grade) over the most recent 12 AU Credits. Additional circumstances such as disabilities, single parent/caregiver status, etc., will be taken into consideration. Five awards for \$1,000 each are awarded twice per year for a total of 10 awards per annum. Application is required and the deadlines are November 1st and May 1st.

3. AUSU Computer Bursary

This bursary is available to members who demonstrate financial need to provide them with a free computer for their course work. Members must have completed a minimum of 12 AU credits and have a GPA of 2.00 (C grade) over the most recent 12 AU credits. A total of 8 Computer Bursaries will be awarded per fiscal year. The computers will be purchased by the Executive Director and shipped directly to the members. Each computer will not exceed \$800 dollars each, and AUSU assumes no liability for usage of the computer or computer maintenance once the equipment is received by the member. This bursary may only be won once. Applications are accepted anytime of the year.

4. AUSU Travel Bursary

The Travel Bursary is designed to aid members who must travel to attend conferences, AU convocation, labs or practicums. Members must demonstrate financial need, have completed a minimum of 12 AU credits and have a GPA of at least 2.00 (C grade) over the most recent 12 AU credits. Members must also include one of the following pieces of information with their application form: 1) conference description and registration information, 2) lab/practicum confirmation, or 3) confirmation of graduation. A maximum of \$1000 will be provided per successful applicant to pay for travel and accommodation. Applications are accepted any time of the year, however, they must be submitted a minimum of 30 days before the date of travel. Members will not be paid the bursary directly; AUSU will arrange all travel bookings.

A maximum of \$2,000 dollars is available for this bursary per fiscal year. Should all the funds

in the bursary be used prior to the end of the fiscal year, AUSU will place an announcement on the website and remove all application forms until the beginning of the next fiscal year. A member may only win this award once per year.

5. AUSU Emergency Bursary

The Emergency Bursary is provided to help members pay for AU fees such as course extensions and exam fees so they do not fail a course due to extenuating financial circumstances. Members must demonstrate financial need, have completed a minimum of 12 AU credits and have a GPA of at least 2.00 (C grade) over the most recent 12 AU credits. Members are allowed to apply for this bursary more than once per fiscal year to a maximum of \$500 dollars in total. Members will not be paid the bursary directly but AUSU will pay the fees on behalf of the member. Applications are accepted anytime of the year.

6. AUSU Student Service Awards

Student Service Awards are designed to recognize members who have made outstanding contributions to their community. This includes members who volunteer their time to AUSU, AU or to any other community or organization. Members must either be nominated by a volunteer supervisor, or may self-nominate as long as an appropriate volunteer reference is provided. Applicants must have completed a minimum of 12 AU credits and have a minimum GPA of 2.00 (C grade) over the last 12 AU credits. One \$500 award is available every November and May for a total of two awards per fiscal year. The two deadlines for applications are November 1st and May 1st.

POLICY REVIEW

9.10.14 The Athabasca University Students' Union - Scholarships, Awards and Bursaries Program will be reviewed annually to ensure fair criteria and maximum availability to all Athabasca University Students' Union members.

POLICY HISTORY

Original Approval Date: August 15, 2004
Updated Date: September 24, 2007
Mandatory Review by Date: September 24, 2009