



The Northwest Catholic
District School Board
Schools of Hope

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Jackie Robinson
*Director of Education,
Secretary to the Board*

Memorandum

Date: February 16, 2024
To: Principal, Northern Lakes K-12 School
From: Jackie Robinson, Director of Education
Subject: Award for Secondary School Students

The Northwest Catholic District School Board will grant a scholarship in the amount of \$500 to one student who is graduating from each of the secondary schools in its jurisdiction.

The following criteria will be used to select the recipients:

- The student must be a graduate of one of the Board's elementary schools as attested to by the Principal of the Board elementary school;
- The student must be registered in a College or University;
- The student must have contributed to the school, community and parish; and
- The student must have a good academic record.

An application form for the scholarship is enclosed, which I am asking that you process through the normal procedures established at your secondary school. Please note that submissions must be received no later than **Friday, May 3, 2024.**

I would also appreciate you advising your students that the applications must be submitted on the Board's application **Form H-06-01** and that in order for the recipient to receive the award, **Form H-06-02** must be completed and returned to Sherri Belluz, Privacy Information/Records Management Officer, sbelluz@tncdsb.on.ca. Please note that verification of enrolment is required for the second semester.

Please do not hesitate to contact me if you have any questions regarding this scholarship.

Attachments: Administrative Procedure H-06, Awards for Secondary School Students
Application Form H-06-01
Verification of Enrolment at an Approved College or University Form H-06-02



The Northwest Catholic District School Board

Administrative Policies and Procedures

H STUDENTS

06 AWARDS FOR SECONDARY SCHOOL STUDENTS

1.0 PURPOSE

It is the practice of The Northwest Catholic District School Board to grant recognition, upon graduation, to a former grade eight graduate of each of its elementary schools. The selection and recognition will be determined in accordance with the established procedures for each award.

2.0 SCOPE

This Procedure applies to all TNCD SB students who are located in Ontario. This Policy will continue in effect but is subject to change and may be amended from time-to-time, as necessary, and in the sole discretion of the Board.

3.0 PROCEDURE OR EXPECTATIONS

3.1 General Guidelines

3.1.1 The Northwest Catholic District School Board Award for Secondary Students

The Board will grant a scholarship in the amount indicated to one student who has graduated grade 12 and is proceeding to post-secondary.

- | | | |
|----|--------------------------|----------|
| a) | Dryden High School | \$500.00 |
| b) | Sioux North High School | \$500.00 |
| c) | Fort Frances High School | \$500.00 |
| d) | Rainy River High School | \$500.00 |
| e) | Atikokan High School | \$500.00 |

Criteria

The following criteria will be used to select the recipients:

- a) Grade 8 graduate of one of the Board's elementary schools as attested to by the Principal of the Board elementary school;
- b) Student must be registered in a College or University;
- c) Contribution to school, community and parish; and
- d) Good academic record.

Criteria c) and d) are considered to be of equal value.

1.1.1 The David Fontana Memorial Scholarship

The Board will grant a scholarship of \$500.00 to one student who has graduated Grade 12 from Atikokan High School and is proceeding to post-secondary.

Criteria

The following criteria will be used to select the recipients:

- a) Academic Scholarship;
- b) Participation in school sponsored activities; and
- c) A letter of reference from the Atikokan High School Principal or Vice-Principal

Criteria a), b) and c) are considered to be of equal value.

1.2 Application

Students should apply for Scholarships through the normal procedures established by each secondary school.

1.3 Selection

1.3.1 All applications will be considered and a final selection will be based on the criteria as set out above.

1.3.2 In the event that there are two candidates who are deemed equally deserving, the award may be divided and one-half disbursed to each candidate.

1.4 Payment of Scholarship

- 1.4.1 Although granted at graduation time, the actual funding of the scholarship will only be made available to the recipient upon verification of enrolment, for the **second semester of year one**, at a College or University. **The recipient must use form H-06-02 to verify enrolment.**
- 1.4.2 In the event that a scholarship is not paid out, then it will be granted to the runner up applicant. If D2 applies to that scholarship, then the balance will be awarded to the other successful candidate.

2.0 OTHER RELEVANT INFORMATION

3.0 QUESTIONS OR CONCERNS

Staff with questions or concerns about this Procedure should contact their Manager/Supervisor or Human Resources.

4.0 DEFINITIONS

Cross Reference to Administrative Procedures/Governance Policies		Date of Implementation March 22, 2003	Legal/Ministry of Education Reference
Section	Number		
		Date of Last Review March 2023	The Education Act, R.S.O. 1990, Section 173(1)(2)



THE NORTHWEST CATHOLIC DISTRICT SCHOOL BOARD

AWARD FOR SECONDARY STUDENTS

PLEASE NOTE:

THIS FORM MUST BE USED IN SUBMITTING YOUR APPLICATION FOR THIS AWARD.

NAME:
SCHOOL:
HOME ADDRESS:

To apply for this award you must be a graduate of (please check appropriate school):

St. Joseph's School

Sacred Heart School

Our Lady of the Way School

St. Mary School

St. Patrick's School

Attached is Procedure H-06 Awards for Secondary School Students which outlines the criteria to be used in selecting one recipient from your school.

To assist us in our selection process, please complete the information below, have it verified by your Principal and return it to our office by Friday, May 6, 2023.

Contribution to School (List Clubs, Sports, etc.)

Contribution to Community

Contribution to Parish Community

Academic Records – It is preferred that you submit your transcript. However, if the transcript is unavailable list the subjects and your final marks. For the current year, you may use your last term marks. Candidates may attach Letter(s) of Reference or any other information that may be helpful to the Board in making a selection.

Grade 11		Grade 12	
<i>Subject</i>	<i>Mark</i>	<i>Subject</i>	<i>Mark</i>
Average:		Average:	

College or University you plan on attending: _____

Signature of Applicant

Signature of High School Principal

ATTESTATION OF ELEMENTARY SCHOOL PRINCIPAL

I, _____ hereby attest that
 Principal
 _____ is a former grade eight graduate from
 Name of Applicant

 Name of School

 Signature of Elementary School Principal

 Date

Personal information contained on this form is collected under the authority of the Education Act, R.S.O., 1990, c. E.2, s. 170 and s. 172, and will be used for the principle purpose of determining your eligibility for an academic award sponsored by the Northwest Catholic District School Board. Questions about this collection should be directed to the Privacy Information/Records Management Officer, Northwest Catholic District School Board, 555 Flinders Avenue, Fort Frances, Ontario, P9A 3L2, Telephone (807) 274-2931 or Toll Free 1-888-311-2931.



The Northwest Catholic District School Board

SECONDARY SCHOOL AWARD

**VERIFICATION OF ENROLMENT
AT AN APPROVED COLLEGE OR UNIVERSITY**

Each year The Northwest Catholic District School Board grants an award in the amount of \$500 to one student who is graduating from each of the secondary schools in its jurisdiction.

In order for the recipient of this award to receive this sum of money, the student must submit verification of enrolment as per Administration Procedure H-06 Awards for Secondary School Students, Section D. Payment of Scholarship, for the **second semester of year one**, at an approved College or University.

Please complete the form below and return to:

The Northwest Catholic District School Board
Attention: Sherri Belluz, Privacy Information/Records Management Officer
555 Flinders Avenue
Fort Frances, ON P9A 3L2
sbelluz@tncdsb.on.ca

TO BE COMPLETED BY THE STUDENT:

My current mailing address: _____

Phone Number: _____

TO BE COMPLETED BY THE REGISTRAR:

I hereby confirm that _____
Name of Student (please print)
is enrolled at _____
Name of Institution (please print)
Date: _____

Name of Registrar (please print) _____
Signature of Registrar