

# DISTRICT AUTHORITY SCHOLARSHIP

## QUESTION AND ANSWERS

1. **When is the District Authority Scholarship due?**
  - a. April 27th, 3:00pm
  - b. All applications will be reviewed by the scholarship committee. You will only need to submit a portfolio if you are shortlisted for the award
2. **What do you mean by being “shortlisted”**
  - a. Once the scholarship committee reviews all applications, we will shortlist the applications and those students shortlisted will be asked to submit a portfolio showcasing how they’ve excelled in their focus area.
3. **The application says that I must have excelled in one of the 7 focus areas. None of those focus areas apply to me. Am I still eligible to apply?**
  - a. In order to be eligible for this award, you must have excelled in one of the 7 focus areas. This is a non-academic award
4. **How will I know if I’ve been shortlisted for the award?**
  - a. List of shortlisted finalists will be posted on my door by May 3rd
5. **What happens if I’ve been shortlisted?**
  - a. At that point, you will contact me to determine what kind of portfolio you want to submit.
  - b. You will be in constant contact with me about how to put together your portfolio
  - c. If you are putting together a digital portfolio, you will need to email me your digital portfolio and it will be reviewed by the Scholarship committee
  - d. The digital portfolio will be **due May 19<sup>th</sup>**
  - e. If you are putting together a physical display, you will need to set up in the library between 11:15-1:15
6. **How much is the award worth?**
  - a. \$1250 in the form of a voucher. The voucher is good for 5 years. Expect the award/voucher to be mailed to you by the provincial government around Oct/Nov
7. **How many District Authority Scholarships are available this year?**
  - a. 23 students will awarded the District Authority Scholarship for 2021-2022
8. **When will I know if I’ve won the District Authority Scholarship?**
  - a. It will be announced at Commencement, **June 28th**

### **Eligibility:**

1. This award is not open to international students
2. In order to be eligible for this award, you will need to have excelled in one of the 7 focus areas listed

### **Written statement and references:**

1. The written statement is a VERY important part of the application. This part (and reference forms) will determine if you are shortlisted for the award
2. You are required to have two references. **The reference forms are to be emailed directly back to me or placed in a sealed envelope and attached with your application**
3. The person completing your reference must be directly related to your focus area. That is, they must have observed you/interacted with you in your focus area
  - a. If you choose physical activity as your focus area, you will not ask Mr. Allan to complete the reference form unless he is directly related to your focus area - ie. He is your coach, mentor or manager. I do not want to know how you've excelled in your criminology class
  - b. Give your reference a copy of the rubric so that they know how the scholarship committee will be assessing the reference form
4. Evidence of student work selected (Portfolio)
  - a. You will only submit evidence if you have been shortlisted for this award

### **Page 3 of the application form:**

1. Complete the application. Do not skip any sections
  - a. Pick a focus area. If you excelled in two focus areas, you can submit 2 applications. If you only want to apply to one focus area and aren't sure which one to choose, please contact me.

### **Page 4 of the application form:**

1. If you've taken courses at DSS that is related to your focus area, write them down. ie. You are applying under the Fine Arts focus area and you've taken Band, guitar and drawing/painting in grade 11 and 12. Write down those courses.
2. Write down your extra curricular activities if it is related to your focus area ie. You are applying under the physical activity focus area and you play community and school soccer – write that down
3. You will need to write a one page statement describing your achievements. This is a very important statement and will be used to shortlist you. Please be mindful of spelling errors and grammar as we take this in consideration
4. Write down your two references
5. Don't forget to sign and date

### **Confidential reference form**

1. Give your reference the reference form and a copy of the rubric. Complete the first part of the reference form so that they know who to send the reference form back to AND they know what focus area you are applying under – my email address is **kjew@deltaschools.ca**
2. The person completing the reference must be able to assess you in your focus area. I do not want your art teacher completing the form if you are applying under physical activity (even if you feel your art teacher knows you better)
3. Why do I have a "rubric" attached to this application?

- a. The rubric will be used by the scholarship committee when reviewing your application. Give a copy of the rubric to your reference so that they know how we will be assessing your application

**Is the completed reference form to be attached to my application?**

1. Only if it is in a sealed envelope. Otherwise, they can email it back to me at [kjew@deltaschools.ca](mailto:kjew@deltaschools.ca). If a teacher is completing your reference, ask them to put the reference form in my mailbox. They are not to hand the reference form back to you unless it is in a sealed envelope
2. Keep in touch with your reference to make sure they complete the reference on time. If you submit an application and are missing a reference form, it will be deemed as an incomplete application.

**I can't find a reference? I've emailed them and they haven't responded?**

1. If you are having trouble finding a reference, email me and we can figure something out

**I took an art course in grade 11 and 12 and both courses were taught by the same teacher. Can that teacher write two references for me?**

1. Yes but they need to clearly indicate it was for two separate courses

**My reference is my father (we coached a team together). Can I use him as a reference?**

1. We will need to have a discussion if this is the case

**When are the references due?**

1. Same time as your application – April 27th

**What do I submit back to Ms. Jew by April 27th?**

1. Application form, signed and dated
2. Two reference forms –either emailed directly to me or in a “sealed envelope” attached to your application form or in my mailbox if it is a teacher
3. Written statement describing your achievements
4. **I DO NOT NEED your PORTFOLIO at this time.** Your portfolio is only required if you are shortlisted for the award