

# DISTRICT AWARD

## QUESTION AND ANSWERS

**1. When is the District Award due?**

- a. May 4<sup>th</sup>, 3:00pm
- b. All applications will be reviewed by the scholarship committee however, not all applicants will be required to submit a portfolio. You will only submit a portfolio if you are shortlisted

**2. 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 fit into one of the 7 focus areas. This is a non-academic award

**3. How will I know if I've been shortlisted for the award?**

- a. I will email you by May 7<sup>th</sup>

**4. What happens if I've been shortlisted?**

- a. At that point, you will be asked to put together a digital portfolio to showcase how you excelled in your focus area
- b. You will be in constant contact with me about how to put together your portfolio
- c. You will email me your digital portfolio and it will be reviewed by the Scholarship committee
- d. The digital portfolio will be **due May 21st**

**5. 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

**6. When will I know if I've won the District Award?**

- a. If we have commencement this year, you will be notified when you walk across the stage. If we don't have commencement?.....not sure what the process will be but will keep you posted

**Page 1 of the application form:**

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

**Page 2 of the application form:**

1. The written statement is a VERY important part of the application. This part 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**
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 or manager. I do not want to know how you are doing 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. Current Transcript – you can download from student connect. See my previous email sent to you on the steps
  5. Evidence of student work selected
    - 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 pick 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, 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
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
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
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)

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

1. No. The reference form is to be emailed back to me **NOT** to you as this is a confidential reference
3. Before you give out the reference form, make sure you ask if they will give you a good if not excellent reference!
4. You will want to touch base with your reference to make sure they've emailed me the reference form on or before the May 4<sup>th</sup> deadline. That means you must start asking people to complete

the reference forms asap! Late reference forms means you have an incomplete application and incomplete applications will not be accepted

**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 as I coached baseball with him. Can I use him as a reference?**

1. Generally, no but you must contact me if this is the case

**When are the references due?**

1. Same time as your application – May 4th