



**META HARRISON SCHOLARSHIP APPLICATION FORM**

- The school administration will ensure that a staff member is designated to assist the Scholarship Recipient to complete a formal registration process.
- The registration form will become a record of the Meta Harrison Scholarship distribution, and will provide the fund manager with information to facilitate the appropriate and efficient distribution of funds.

**PART A: Program Information**

<b>Student Name:</b>		<b>Birth Date:</b> (YYYY/MM/DD)
<b>Alberta Education Student Number:</b>	<b>Social Insurance Number:</b>	
<b>Student's Address:</b>		
<b>Student's Telephone Number:</b>	<b>Alternate Telephone Number:</b>	

<b>Institution Name:</b>	
<b>Program / Faculty:</b>	
<b>Institution's Student Number:</b>	
<b>Length of Program:</b> <input type="checkbox"/> Two (2) Years <input type="checkbox"/> One (1) Year <input type="checkbox"/> Less than one year	
_____	_____
<b>Student Signature</b>	<b>Date</b>
_____	_____
<b>High School Administration Signature</b>	<b>Date</b>



**Information for the student about how to obtain payment:**

Payments will be made directly to the institution when the recipient provides the bill or invoice to PHRD. Alternatively, the student may submit payment receipts to PHRD for reimbursement.

**It is advisable that the student ensure the anticipated expenses are appropriate to the conditions of the scholarship.**

**For training programs lasting two or more years:**

- An initial scholarship of \$3,000 will be provided to the recipient for the costs of year one of the training program.
- A second portion of \$2,000 will be provided to the recipient after successful completion of the first year of the program, for the costs of the second year of the training program.

**For training programs lasting one year:**

- A scholarship of \$3,000 will be provided to the recipient for the costs of the training program.

**For training programs lasting less than a full year:** Some programs are not designed as a typical academic year. They may be delivered as modules or separate certifications, each requiring distinct registration, attendance and evaluation. (Eg. Industrial safety training certifications, Esthetician certifications, etc)

- A scholarship of \$3,000 will be provided to the recipient for the costs of the training program.

**Funds** may be used for tuition, residence, books and resources, and/or tools of the trade.

In the event that the Scholarship recipient takes one year off prior to attending a Post Secondary, the student would still be eligible for the scholarship. Only a one year break is permitted.

<b>Date Program to Begin:</b> _____	<input type="checkbox"/> <b>I am planning to take a 1 year break prior to attending a Post Secondary Institution.</b>
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**Change of Address details.**

<b>Name:</b>
<b>New Address:</b>
<b>New Phone Number:</b>
<b>Alternate Phone Number:</b>



**PART B – Year 1 – Payment/Reimbursement Details**   
**Year 2 – Payment/Reimbursement Details**

**Payment to the institution requested**

<b>Institution Name:</b>	
<b>Address:</b>	
<b>Payment Process:</b>	
<input type="checkbox"/> <b>Invoice Attached</b>	
_____ Signature	_____ Date

**Student reimbursement requested**

<b>Student's Bank Account Number:</b> (Transit, Bank ID Number, Account Number)	
<b>Name of Bank:</b>	
<b>Address of Bank:</b>	
<input type="checkbox"/> <b>Payment receipt attached</b>	
<input type="checkbox"/> <b>All criteria have been met. Payment approved for processing. (Provide copy of Administrative Procedure 30-25 for processing.)</b>	
_____ Signature (Secretary Treasurer or Designate)	_____ Date