

Union 52 Benevolent Society

Members & Community Support Committee

STUDENT BURSARY APPLICATION

PARENT / GUARDIAN INFORMATION (please print clearly)	
Full Name: _____ Payroll Number: _____	Work Phone: _____ Home Phone: _____
Home Address: _____ _____ Postal Code: _____	Department Name: _____ Seniority Date: _____ <div style="text-align: center;"> <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time </div>
Are you currently paying dues to CSU 52? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please explain: _____ _____	The student for which this application is made is my legal dependent child. Parent / Guardian Signature _____ Date _____

STUDENT INFORMATION (please print clearly)				
Full Name: _____ Date of Birth: _____ Post-Secondary Institution Name: _____ Address: _____ _____	Social Insurance Number: <table border="1" style="display: inline-table; border-collapse: collapse; width: 150px; height: 25px; vertical-align: middle;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%;"></td> <td style="width: 33%;"></td> </tr> </table> Student I.D. Number: _____ Enrolled Program: _____ Program Start Date: _____ Tuition Fees Only: \$ _____			

CONSENT TO THE COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION	
I agree that the Civic Service Union 52 may collect, use and disclose personal information insofar as such information relates to the obtaining, managing and maintaining of my employment within the contractual unit represented by CSU 52 and insofar as it relates to the administration of the collective agreement, to collective bargaining and to the administration of CSU 52.	
Student Signature: _____ Date: _____	Parent / Guardian Signature: _____ Date: _____

OFFICE USE ONLY	<input type="checkbox"/> Application approved by the Union 52 Benevolent Society Members & Community Support Committee Date: _____ Application No: _____ Semester 1 or 2 (circle one) Total Years of Service: _____ % \$ _____ Cheque Amount: \$ _____	Cheque No: _____ Account No: 5355 Approved for Payment by: _____ _____ Date: _____	OFFICE USE ONLY
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STUDENT BURSARY APPLICATION INFORMATION

ELIGIBILITY REQUIREMENTS

1. The student must be a dependent child, up to and including **25 years of age**, of a current CSU 52 Member. Dependent children of retired and deceased members of CSU 52 may apply for a bursary for consideration.
2. The parent must have a minimum of one year's full service within CSU 52's jurisdiction. Part-time Members will be pro-rated. Part-time Members must submit a letter from payroll indicating the total number of hours worked in CSU 52's jurisdiction.
3. A student shall receive one bursary per semester (maximum two semesters) per CSU 52 Member parent.
4. The student must have attended on a full-time basis for the period applied for in a post-secondary education program. Once the completion of the semester, application forms must be submitted along with all pertinent information to the CSU 52 office. A separate application must be submitted for **each** semester. Applications may only be submitted for the current school year.

For the purposes of bursary eligibility, a member shall include those permanent employees on layoff during their 24-month recall period. Members accepting a severance package in the form of salary continuance will be eligible to apply during the period of the continuance. Acceptance of a lump sum severance package shall terminate bursary eligibility.

REQUIRED DOCUMENTS

1. A copy of **ONE** of the following:
 - The student's Baptismal Certificate **OR**
 - A **long form** Birth Certificate (the long form is the version with **both** parents' names appearing on the document) **OR**
 - A Declaration that the child is a dependent. The Declaration must be administrated by a Commissioner for Oath. If you are submitting a Declaration, please ensure to include a government issued copy of your child's identification that indicates his/her birthdate.
2. A copy of the fee assessment notice as proof of tuition amounts (**receipts are not acceptable**).
3. A transcript or confirmation of completion of the semester applied for (maximum two semesters per child).

BURSARY PAYMENT

1. The total bursary amount for one semester shall be a percentage of the tuition cost or a percentage of \$1,000.00, **whichever is less**, notwithstanding item #3 under eligibility requirements. The child will receive 10% for each year of service, with 10+ years receiving 100% of the tuition or \$1,000.00 per semester, (\$2,000.00 for two semesters) **whichever is less**.
2. A cheque, made payable to the student, will be sent upon approval of the application by the Committee. Bursaries will be issued in two cheques, one after the completion of each semester.
3. **A T4A slip will be issued in the student's name for any bursary exceeding \$500.00.**

Please attach all required information to the Bursary Application and submit it to the CSU 52 office for processing.

**THE UNION 52 BENEVOLENT SOCIETY MEMBERS & COMMUNITY SUPPORT COMMITTEE
RESERVES THE RIGHT TO DENY ANY FALSIFIED APPLICATIONS.**