



Elaine Burke-Gauvin Memorial Bursary *Guidelines for 2020 Application* *Due April 6, 2020*

Elaine Burke-Gauvin was a member and past president of the Business and Professional Women of Greater Moncton, Inc. Elaine's very essence was that of a person who cared deeply for family, friends, acquaintances and even those she had never met. Elaine had a passion for helping others and was a role model for women who seek to live life to the fullest and help others accomplish the same. In memory of her spirit and drive, this memorial bursary was established in Elaine's name in 2011.

We are honoured to offer the inaugural Elaine Burke-Gauvin Memorial Bursary in 2020 to a woman pursuing post-secondary education in an effort to improve her life. This **non-renewable bursary** will continue to be awarded annually in the amount of \$1,000.00.

The application deadline is **April 6, 2020**.

Applicants must meet the following minimal requirements to be considered for the bursary:

- Demonstrates financial need
- Resides in South Eastern NB
- Included a cover letter exceeds no more than 500 words
- Two reference letters from non-related persons (including contact information)

Special consideration will be given to, but is not limited to, applicants who:

- are considered a *mature student* or *adult learner* (over the age of 21);
- are single parents;
- intend to study in the Human Resources field;
- engages in volunteerism.

Privacy of personal information:

The Business & Professional Women of Greater Moncton Inc. is committed to safeguarding the personal information entrusted to us by bursary applicants. The information provided will be used only for the purposes of evaluating and selecting appropriate recipients of the Elaine Burke-Gauvin Memorial Bursary. After the selection process, all applications and accompanying information will be destroyed.

**Elaine Burke-Gauvin Memorial Bursary
Application**

Personal Information

Name: _____

Street Address: _____

City: _____ Postal Code: _____

Telephone (home): _____ (Other): _____

E-mail Address: _____

Intended Program of Study: _____

Educational Institution: _____

Educational Background

School(s) or Institutions attended	Certificates achieved and dates

Work Experience

(Include current and past employers)

Current annual income: _____

Financial assistance expected from other sources.

Student loans	
Scholarships	
Bursaries	
Employment Insurance	
Other	

Other information that you may want the selection committee to know about you, especially focused on the areas of special considerations listed above (attach separate sheet if insufficient room below):

Instructions

- Cover letter
- Your application must be received by **April 6, 2020 at 12:00p.m.**
- Fill in all of the sections above.
- **Include two letters of reference from non-related persons.**

Please note that your application will not be considered if you fail to fully complete the application, or if you fail to provide the two letters of reference. The information provided by you will be kept confidential. References and employers may be contacted to verify the information provided. Proof of enrolment in your intended post-secondary institution is required and funds will be disbursed directly to the institution.

Forward completed application to:

Ashley Robichaud

Bursary Committee Chair

The Business & Professional Women of Greater Moncton, Inc.

Email: bpwbursaries@monctonbpw.com

Subject line must read: "2020 Elaine Burke-Gauvin Bursary – Name of Applicant"