

# POLICY



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Kneehill County Scholarship Program	December 10, 2019	535/19

## **Purpose:**

To establish a policy providing a scholarship program for Kneehill County residents enrolled in a post-secondary institution. The intent of this policy is to emphasize that education is not an end in itself, but instead is a means by which people become contributing members of society.

## **Policy Statement:**

Kneehill County Council, recognizing the importance of an educated population to the future well-being of rural communities, will commit \$4,000.00 per year, for a scholarship program in support of rural students attending a university, college or trade school. This will be in the form of 2 scholarships of \$2,000.

## **Policy Guidelines/Procedures:**

### **1. Eligibility:**

- 1.1 Applicant must be a rural resident of Kneehill County enrolling in their first year as a full time student at a recognized post-secondary institution. Applicant must provide confirmation of enrollment and acceptance into their chosen program of study.
- 1.2 Applicant must have graduated with an Alberta High School Diploma and have taken a minimum of 25 credits in his/her final school year. Official transcripts required (or notarized true copies) of his/her high school marks.

### **2. Application:**

- 2.1. Applicant must apply for the scholarship in writing prior to August 30 of the year of application.
- 2.2. A written essay. (no longer than 1500 words) Essay topic will be determined by the CAO for each program year.
- 2.3. Application must include two letters of reference (non-relative).
- 2.4. Applicant must submit a graduation picture of themselves along with their application to be used for Kneehill County publications and possible local newspaper publications.
- 2.5. All applicants must complete the application form as outlined in Appendix A of this policy including the signed declaration.

### **3. Criteria:**

Successful candidates will be selected based upon the following criteria:

- 20% - Academic Achievement
- 60% - Written essay and contributions to school or community; leadership activities
- 20% - Letters of Reference



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#### **4. Review Process**

- 4.1. Administration will review the submission and short-list those that appear to be fully eligible to make application.
- 4.2. Decision on Kneehill County Scholarships will be made at a Committee of the Whole meeting by Council. The Committee will bring forward a recommendation to a regular Council Meeting.

#### **5. Funding Allotment**

The two successful candidates will each be awarded a cheque, in the amount of \$2,000 upon receipt of confirmation of enrollment at a recognized post-secondary institution.

#### **6. Presentation of Award:**

The successful candidates may be requested to attend a recognition ceremony at their convenience to be publically recognized. The award will be presented by the Reeve or designate.

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