



## SOROPTIMIST FOUNDATION OF CANADA

*\$7,500.00 Canadian Soroptimist Grants for Women*

### APPLICATION FORM

The Soroptimist Foundation of Canada annually offers several \$7,500 grants to female graduate students in Canada to assist them with university studies that will qualify them for careers that will improve the quality of women's lives. Examples include but are not limited to: providing medical services, providing legal counselling and assistance, counselling mature women entering or re-entering the labour market, counselling women in crisis, counselling and training women for non-traditional employment, and positions in women's centres.

To be eligible, an applicant must be:

- (1) A female.
- (2) A Canadian citizen or landed immigrant.
- (3) An accepted registrant in a full-time graduate studies program (Masters or PhD) or professional program at a similar level (medicine, law) in an accredited Canadian university, **at the time of the application deadline.**

Note: Your University must belong to the Association of Universities and Colleges of Canada (AUCC). A list of these universities can be found on their website [www.aucc.ca](http://www.aucc.ca).

Note ineligible conditions: BA level studies, a medical residency program, attending a college that is not affiliated with a Canadian university.

- (4) Pursuing a course of studies which will lead to a career mainly of service to women.
- (5) Spending a minimum of two years in such a career in Canada.
- (6) Intending to use the award for academic studies in the academic year following receipt of award.
- (7) Contributing to your community through volunteer service.
- (8) Needing financial assistance.

An applicant must meet all eight requirements to qualify for a Soroptimist grant. An applicant may apply more than once, and may receive a Grant in more than one year, but no more than two consecutive years. Soroptimist members are not eligible although family members may apply.

An applicant may apply in either English or French.

**Completed applications and ALL REQUIRED DOCUMENTS MUST BE SUBMITTED IN ONE ENVELOPE and must be received no later than January 31 to be considered. *The Soroptimist Foundation of Canada does not grant extensions nor accept documents sent electronically.* The Soroptimist Foundation of Canada decision on completeness and eligibility, including time of receipt, is final.**

## PERSONAL INFORMATION

PLEASE PRINT CLEARLY

Name \_\_\_\_\_  
(last) (first) Maiden Name (if applicable)

Permanent Residence Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Citizenship \_\_\_\_\_

**Please indicate your present address, if it is different from your address listed above:**

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

## CITIZENSHIP

**Enclose a PHOTOCOPY of one of the following, as proof of your Canadian citizenship or landed immigrant status:**

- Birth certificate
- Passport
- Canadian Citizenship Card
- Permanent Resident Card

## DEPENDANTS

**Dependants:** Explain their relationship to you, their ages and your responsibilities.

Name	Relationship	Age	Your Responsibility
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## ACADEMIC RECORD

Dates (from/to)                      Post-Secondary Schools Attended      Degrees/Certificates Granted & Specialization


## UNIVERSITY

University in which you are registered \_\_\_\_\_

Program of studies \_\_\_\_\_

Degree expected \_\_\_\_\_ Date expected \_\_\_\_\_

- Letter of acceptance from the Canadian university where studies are being started;
- "In process" marks from head of program if in first term of studies;
- Transcripts showing that studies are in progress.

## TRANSCRIPTS

Original official transcripts (not photocopies) with seal affixed are required from all the universities / colleges attended since high school. They should be enclosed with your application, with each university's transcript in a separate, **sealed envelope, with the signature of the University official or the official University seal on the sealed flap of the envelope. ALL SUPPORTING MATERIAL INCLUDING TRANSCRIPTS MUST BE RECEIVED IN THE SAME ENVELOPE BY JANUARY 31.**

Students with out-of-country transcripts must either – supply original transcripts in sealed envelopes from that country or have their current Canadian university that has accepted their registration supply them with a copy of their out-of-country transcripts in a sealed envelope from the Canadian university, with the signature of the university official or the university seal on the flap. These must be received by January 31. **ALL DOCUMENTATION MUST BE IN ONE ENVELOPE** and mailed by Express Post through Canada Post. We will not accept packages that require a signature.

The following transcripts are being submitted:

Institution	Enclosed

## EMPLOYMENT RECORD

Dates	Employer	Position Held
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

## VOLUNTEER RECORD

Dates	Organization	Position Held
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Volunteer service will be considered by the judges.

If you require more space for any of the required information, please submit it on an additional sheet of paper.

## REFERENCES

Three personal reference letters are required, at least two from individuals who can comment knowledgeably on your academic career. Such letters should be enclosed with your application, but each must be in a **separate, sealed envelope, with the author's signature on the sealed flap**. All letters of reference must be received by January 31. *Emailed references are NOT accepted.*

Name of Reference	Address
(1) _____	_____
(2) _____	_____
(3) _____	_____

## FINANCIAL STATEMENT

It is essential that this section reflect a TRUE picture of your financial need. Judges consider your total income and compare this to your expenses. Please be as candid as possible.

<b>FINANCIAL STATEMENT</b>		
For the <b>UPCOMING SCHOOL YEAR</b>		
	<b>Source</b>	<b>Amount</b>
<b>Income</b>		
Employment		
Scholarships/Bursaries		
Loans		
Other (benefits, child support, alimony etc. - supporting documentation required)		
<b>TOTAL INCOME</b>		
<b>Expenses</b>		
<b>Education</b>		
Tuition & Compulsory Fees		
Transportation (Car/public)		
Other (please specify)		
<b>TOTAL EDUCATION EXPENSES</b>		
<b>Living Expenses</b>		
Housing		
Insurance (Identify types & amount)		
Food		
Medical		
Clothing		
Other (please specify)		
<b>TOTAL LIVING EXPENSES</b>		
<b>Total Expenses</b>		
<b>NET INCOME (EXPENSES)</b>		
<b>TOTAL INCOME MINUS TOTAL EXPENSES</b>		
<b>EQUALS NET INCOME</b>		
<b>CURRENT DEBT LOAD</b>		
<b>SPOUSE/PARTNER'S (if applicable) ANNUAL INCOME</b>		
<input type="checkbox"/> up to \$24,000	<input type="checkbox"/> \$41,000 - \$60,000	
<input type="checkbox"/> \$25,000 - \$40,000	<input type="checkbox"/> \$61,000 +	
<b>YOUR NET WORTH –together with spouse/partner if applicable</b>		
<input type="checkbox"/> nil	<input type="checkbox"/> Under \$100,000	
<input type="checkbox"/> \$100,000 - \$200,000	<input type="checkbox"/> \$200,000 +	
<b>NB: YOU MUST CHECK ONE OF THE BOXES ABOVE.</b>		

## PERSONAL STATEMENT

Please attach a personal letter, typed double-spaced, with a maximum three pages which outlines:

1. Your personal history and its impact on your education and career choice
2. Your current family, education and career responsibilities
3. How your course of studies will lead to a career mainly of service to women
4. The group of women who will be the focus of your studies and career and describe how you will be a benefit to these women
5. How your experiences outside academia have prepared you for the field of endeavour that you have chosen
6. Your plans to spend a minimum of 2 years in your career in Canada immediately after graduation

**Please affix your signature below to attest the accuracy of all statements made in this application:**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**Please note that we do not reply to correspondence, email or otherwise, to check on your applications or to check to see if you are a winner. All winners will be notified by May 31 and the website will be updated with this information.**

## DECLARATION

The Soroptimist Foundation of Canada reserves the right to award the Grants for Women in accordance with its sole discretion. This information is for the exclusive use of the Soroptimist Foundation of Canada.

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## APPLICATION CHECKLIST

In order for your application to be considered, it must be received by January 31. Canada Post's 'Express Post' is recommended. Material sent by any means that requires a signature will not be accepted. Material sent by courier will not be accepted. Material sent by FAX or electronically is not acceptable.

The required documents are:

- a fully completed and signed application form
- proof of Canadian citizenship or landed immigrant status (photocopy acceptable)
- official transcripts from post-secondary educational institutions attended
- proof of university registration (if applicable)
- three letters of reference
- completed financial statement
- your personal statement

ALL DOCUMENTS should be sent by the applicant in **ONE ENVELOPE** and must be submitted in a confidential manner, in separate sealed envelopes with the sender's signature or the university seal over the seal of the envelope flap, as the case may require. Everything must be received by January 31. If any required document is not received by that date, the application will not be considered. No exceptions will be made. **WE WILL NOT ACCEPT MULTIPLE MAILINGS.**

### FORWARD APPLICATION AND ALL REQUIRED DOCUMENTS TO:

If your Permanent Residence address is:

West of the Ontario/ Manitoba border to:

**Anna Der**

8502 - 80 Avenue

Edmonton AB, T6C 0T3

[anna.der@siedmonton.org](mailto:anna.der@siedmonton.org)

East of the Ontario/Manitoba border to:

**Aline Chan**

87 East Tree Drive

Breslau, ON, N0B 1M0

[alinchan@rogers.com](mailto:alinchan@rogers.com)

Successful candidates will be notified by May 31. Watch the website for the announcement of the winners, as unsuccessful candidates will not be notified. **We will not respond to email inquiries.**

Each successful candidate will be required to:

- Give permission to her university to give information to the Grants Manager regarding her registration in good standing at the university;
- Provide her Social Insurance Number (for tax purposes) and a coloured digital photo of herself for publication on the website and newsletter;
- Complete and sign a Consent Form, provided by the Grants Manager, to allow the Soroptimist Foundation of Canada to publish information about the winners.