

1. UNIVERSITY CANADA WEST AWARD, SCHOLARSHIP, BURSARY AND GRANT REGULATIONS

- a) University Canada West (UCW) Entrance awards, scholarships, bursaries and grants are available to new students applying to a UCW Associate Degree, Bachelor's Degree, or Master's Degree program.
- b) Application deadline: To be eligible for a UCW Entrance award, scholarship, bursary or grant, students must apply at least 30 calendar days prior to starting their first term at UCW.
- c) The UCW Entrance awards, scholarships, bursaries and grants outlined in this document are open until the end of the current term or until a scholarship committee introduces new outlines and requirements. Note that there may be changes to tuition amounts and/or other fees during the time this application is in effect.
- d) Students can receive one (1) entrance award, scholarship, bursary, or grant, if eligible. Applicants must supply all of the required supporting documents for the scholarships, awards, bursaries or grants for which they want to be considered. A limited number of each award, scholarship, or grant will be available each term.
- e) Award, scholarship, bursary and grant recipients will have a portion of their full award, scholarship, bursary, or grant amount paid toward their tuition fees on a pro-rated basis each term they register in courses until the award is exhausted OR paid as indicated in the specific terms of the award. The value of an award, scholarship, or grant will not be more than the value of a student's tuition.
- f) The maximum award value for entering transfer students will be pro-rated based on the number of credits (courses) the student requires to complete their degree program.
- g) Scholarships, awards, bursaries and grants are available for degree program courses only. The University Access Program courses are not eligible for scholarship, award, bursary or grant disbursements.
- h) The following degree program courses are not usually eligible for award, scholarship, or grant tuition disbursements: NSO100, ENGL 080, and any repeat course attempts.
- i) Failure to maintain the minimum requirement(s) for the award, scholarship, bursary or grant will result in the suspension of disbursements until satisfactory performance is re-established and eligibility is re-approved by the UCW Scholarship Committee.
- j) Award, scholarship, bursary and grant recipients are expected to act as ambassadors and participate in outreach and alumni engagement initiatives in their home region for UCW once the award is granted.

2. ENTRANCE AWARD AND SCHOLARSHIP TERMS OF REFERENCE

MBA Foundation Grant

Open to: Students with leadership potential in a global business environment, who are admitted to the MBA Foundation program.

Number of awards: A limited number of MBA Foundation Grants will be awarded each term to new applicants for admission.

Award value: MBA Foundation Grants will be disbursed as a tuition credit to successful students for the last term of their Master of Business Administration degree. Disbursements will be pro-rated based on the number of courses in which the student is registered.

	MBA Foundation Grants: Total Grant for the duration of a Graduate Master's Degree Program
International MBA Students	\$5,000

Eligibility: Candidates will be considered for the MBA Foundation Grant based on the date of their conditional admission to UCW and their **Personal Statement** in which they describe how undertaking the Master of Business Administration and MBA Foundation programs will impact their career and personal goals.

To remain eligible for the MBA Foundation Grant and receive the tuition disbursement students must complete the Master of Business Administration degree within 36 months of starting the MBA Foundation program and remain in Good Academic Standing (+3.00 CGPA) during the time of their disbursements.

3. APPLICATION

Submit all of the required documents for the award, scholarship, bursary or grant for which you want to be considered.

**I have submitted documents for the following:
Entrance Scholarships**

☐ MBA Foundation Grant

A student may receive only one entrance award, scholarship, bursary or grant.

For office use only

GPA: _____ Date: _____

Approved Award: _____

Approved Value: _____

Approved By: _____

Approved By: _____

Approved By: _____

Student Contact Information

Student's Last Name: _____ Given Names: _____

UCW Student #: _____ Date of Birth (YYYY/MM/DD): _____

Phone #: _____ Cell #: _____

Email: _____ Alternate Email: _____

Mailing address: _____

Please update my address on file: ☐ Yes ☐ No

Required Documents

Students must submit all of the required supporting documents as indicated in the regulations for each award, including the Personal Statements specific to each award, and signed form(s). Incomplete application packages cannot be evaluated by the UCW Awards Adjudication Committee.

A. MBA Foundation Grant requires a **Personal Statement** of about 500 words describing how undertaking their UCW degree program will impact their educational, career, and personal goals. Personal statements should be specific and may briefly include how they will build on past achievements to reach new goals after completion of their degree.

Please e-mail the completed "Scholarship & Award Application form" and supporting personal statements to

ucw.scholarships@myucwest.ca

Deadlines:

- Entrance Scholarship & Award Applications must be submitted by the application deadline prior to the first term of enrolment at UCW.
- MBA Excellence Scholarship for Continuing Students Applications must be emailed to the Registrar's Office via the student portal (MyUCW) after completion of MBA degree Tier 2 courses.

4. DECLARATION: I HEREBY DECLARE THAT:

- The information I have submitted in this application for awards and scholarships is true, correct, and complete to the best of my knowledge
- I understand that submission of any incomplete, misleading, or false statements or documents will result in the immediate cancellation of my application and any award I may have been granted
- I understand that completion of this signed application permits University Canada West to request and/or confirm any information necessary to support my application for awards, bursaries, grants and scholarships
- I understand and acknowledge that it is my responsibility to be aware of, and comply with, all University Canada West terms and conditions for awards.

Privacy & Data Protection

By submitting this application form for an award, scholarship or other financial aid (the “Award” or “Awards”) you confirm that you are requesting consideration for an Award and are providing the above information about you (your “personal data”) for these purposes. UCW requires this information for legitimate business purposes, and, at your request, in order to make decisions about your eligibility for the Awards. Your personal data will be collected, used and disclosed only for these purposes and, in the event you are selected to receive an Award, to administer payment and for other purposes related to your participation in your UCW program of study and to evaluate UCW’s programs and activities. The failure to provide complete or accurate information may result in UCW’s inability to process your application. Your personal data may be shared with federal and provincial regulatory or government bodies as required or permitted by law. UCW makes decisions concerning Awards in cooperation with its parent company, Global University Systems (GUS), which is based in the United Kingdom and the Netherlands. GUS may access and use your personal data outside of Canada for these purposes. Further information about the retention of your data, how it is collected, used and disclosed by UCW, and your rights to seek access to, correction or the destruction of your personal data are available in [UCW’s Privacy Policy](#). Our Privacy Policy also sets out the circumstances in which we may share information about you with our service providers based within and outside of Canada. Questions or complaints about this notice or the collection, use, disclosure or protection of your personal data should be directed to our Privacy Officer at 604-915-9607.

In Canada, UCW complies with the *Personal Information Protection Act* and the *Personal Information Protection and Electronic Documents Act*. For the purposes of this legislation, by submitting this application you consent to the collection, use and disclosure of your personal data as described above and in accordance with our Privacy Policy.

Student’s Signature

Date Signed by Student**5. TERMS AND CONDITIONS**

- Students must submit their signed Scholarship & Award Application form and personal statement by the application deadline noted on page 1 to be considered for financial entrance awards.
- It is solely the applicant’s responsibility to date, sign, and submit their application form(s).
- The personal statement submitted with the Scholarship & Awards Application is final; no updated personal statements will be reviewed.
- Recipients of financial Entrance Awards must maintain the required registration status throughout the term of the award to remain eligible. If the recipient withdraws, the award will be refunded to UCW.
- Financial Award payments will be applied to tuition only. Award, bursary, grant, and scholarship recipients are responsible for paying all fees not covered by the bursary, grant, award, or scholarship before the start of each term.
- Approved financial awards remain in effect for the full duration of students’ admission approval, including deferred terms.
- When students are required to submit a re-application for their admission approval, a new Scholarship & Award Application is required.
- In addition to specific bursary, grant, award, and scholarship requirements, students must remain in Good Academic Standing and have no disciplinary sanctions (academic or conduct) to remain eligible for financial awards.
- Awards are not transferable to another student.
- A separate application form for Continuing Awards is available on the student portal (MyUCW-Registrar tab-Forms & Calendar).
- Decisions on applications are up to the interpretation of the UCW Awards Adjudication Committee and they cannot be appealed.

By submitting this application form, you agree to all the terms and conditions related to scholarships, awards, grants, tuition concessions, and bursaries as set out by UCW. By checking the box below, I agree to all of the above statements and give my consent to the above terms.

☐ **I accept**

Student’s Signature

Date Signed by Student