



RCACA(C) Bursary Program

Introduction

The RCACA (C) Bursary Program will continue into the foreseeable future. Applications will be accepted commencing January 1 of each year, processing, and evaluation to be completed by March 31 and the applicants' Command Team notified thereafter.

Intent

The overall intent of the RCACA (C) Bursary Program is to support deserving applicants who are serving with the Corps by providing financial aid in their pursuit of a post-secondary education at the undergraduate, graduate, community college or vocational level leading to certification certificate, diploma or degree at an accredited post-secondary institution in Canada.

The Program intends to grant three gifts of \$1,000, \$1,500, and \$2,000 that will be awarded in the spring of each year to the top three eligible candidates based on based on weighted criteria.

Eligibility

Eligible applicants are:

- Applicants who are currently serving in RCAC units;
- Applicants who have been accepted into, or who are enrolled and continuing in, an accredited post-secondary institution in Canada, in a full or part-time program leading to a certificate, a diploma or a degree; and
- Applicants recommended and endorsed by their Chain of Command.

Evaluation Criteria

1. Service to Corps / Canada (Military and Civilian) (60%)
 - a. Awards and accomplishments (to include community service, decorations, and noteworthy efforts other than academic)
2. Academic Achievement (Military and Civilian) (30%)
 - a. Transcripts of civilian educational training (last 2 years);
 - b. Results and standings of applicant's formal military training; and
 - c. Academic awards and accomplishments.
3. Command Recommendations (10%)

Application Process

The applicant will complete and submit Annex A, as well as Parts I and II of Annex B, to their Chain of Command for review and confirmation. Part III of Annex B will be completed by the Chain of Command as indicated and signed off by the applicants' Commanding Officer.

Annex C provides further details on the processing and tracking of the application until the unit and the applicant have been made aware of the outcome.

We ask that the presentation of the bursaries be completed at unit level, and electronic photographs of the presentations are requested to be forwarded to the Association for website display and recognition to the President of the Association, LCol (Ret'd) Ross Wickware at: rosswickware@gmail.com

Application Deadline

Completed applications must be received at the address indicated in Annex C no later than 31 March in each year.

Application Format

Only typewritten, electronic submissions will be considered.

Attachments

Personal and Education Information (Annex A)

Evaluation Criteria (Annex B)

Submission Details and Tracking (Annex C)

Worthy,

Dyrald J. Cross
BGen (Ret'd)
President
RCACA(C)



Annex A – Personal and Education Information

Part I - Applicant's Particulars. To be completed by the applicant.

Full Name / Rank:
Mailing Address including Postal Code:
Telephone:
Email:
Current Unit:

Part II - Educational Program (accepted or enrolled). To be completed by the applicant.

Name of Accredited Post-Secondary Institution in Canada into which you have been accepted or are continuing enrollment.	
Degree / Diploma / Certificate Sought	
Years of study required (indicate full or part time)	
Years of study completed (indicate full or part time)	
Goals of Educational Program	



Annex B- Evaluation Criteria

Part I - Service to Corps / Canada (Military and Civilian). 60 %. To be completed by the applicant.

Awards and Accomplishments (to include community service, decorations, and noteworthy efforts other than academic)

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Part II - Academic Achievements (Military and Civilian). 30%. To be completed by the applicant.

a. Please attach transcripts from your last two years of civilian educational training.

b. Results of and standing in applicant's formal military training.

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c. Academic Accomplishments and Awards (Military and Civilian).

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Part III - Command Recommendations. 10%. To be completed by the applicant's chain of command.

I herewith certify that to the best of my knowledge and belief, the statements made herein by the applicant regarding the applicant's military service are accurate in all respects.

SIGNATURE OF COMMANDING OFFICER

DATE

RANK AND NAME

Part IV - Applicant Declaration

I understand that handwritten or incomplete submissions will not be considered, and that the Association has no obligation to grant any bursary if, in the sole opinion of the Selection Panel, it is not warranted. I have included the following documents, which are required to be submitted:

- a) Transcripts for the previous two years of civilian educational training; and
- b) Proof of acceptance into an accredited post-secondary institution in Canada, or proof of existing enrollment in same.

I declare that the above information is accurately stated. I am aware that a Selection Panel of the Royal Canadian Armoured Corps Association (Cavalry) will confirm eligibility.

SIGNATURE OF APPLICANT

DATE



Annex C – Submission Details and Tracking

1. Annexes A and B are to be completed and sent electronically to the following address with all required enclosures to reach the Association not later than **31 March** of each year submitted.

Past President,
Interim Secretary, RCACA(C)
rosswickware@gmail.com

2. Applications will be considered by a Selection Panel of the RCACA(C) commencing in April of each year, with submitting units being advised of the results of their applicant’s selection by 15 May, or as soon as practicable thereafter.
3. It is intended that each of the bursaries is to be presented on parade by the applicant’s unit. Units are requested to please provide an electronic photograph of the presentation for inclusion in the RCACA(C) written communications to our members.
4. Tracking of each application will be as follows:

Applicant’s Name		Unit Contact	
Date Received Click or tap to enter a date.	Received by	Panel Review Date Click or tap to enter a date.	Score
Unsuccessful		Successful / Bursary Amount Awarded	
Date Unit Informed Click or tap to enter a date.		Unit Informed By	