



MISSION COMMUNITY FOUNDATION ADULT EDUCATION APPLICATION FORM

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ADULT EDUCATION APPLICATION FORM

Last Name:		First Name:	
Address:		City, Post code:	
Phone:		Email:	

Course/Program registering for: _____

Institution providing course/program: _____

Location of course/program (online or which campus): _____

Course/Program Tuition Amount: _____

As Mission Community Foundation has limited funding available for Adult Education Classes it needs clarification that you have another source of income to augment your award. Please check one of the following:

Yes

No

As part of its evaluation process, Mission Community Foundation requests that you provide the following additional information in addition to this form.

One to two page biographical sketch which also includes answering two very specific questions (see page 2)

Letter of Recommendation (see page 4)

I have received a Mission Community Foundation Scholarship in _____(year)

I am already enrolled in Adult Education.

I am a healthcare worker employed or associated with Mission Memorial Hospital and wish to update my _____

I hereby submit my application for your review. I certify that all information is accurate and accept the terms as presented in the acknowledgement.

Signature of applicant

Date

MISSION COMMUNITY FOUNDATION USE:	
Date Received:	
Placed on Agenda: (date & Time)	
Approved:	Rejected:
Confirmation sent:	Date:



Biographical Sketch and Picture - Tips

A biographical sketch is a personal document about you - who you are, what you care about, why you want to go into the field of study you've chosen, and/or why you want to explore different options before you settle on a post-secondary pathway.

Explain why you are applying for a Bursary or Scholarship. Examples are writing about your achievements, awards, volunteerism, leadership, sports and art activities, character strengths, values and beliefs, employment and commitments.

Also, please answer the following questions:

- 1. What does the next year of your life look like? What are your goals? and How do you plan on achieving them?**
- 2. How have you been involved within the community? Whether it be sports, arts, employment, volunteer work, or time at home. What do you see changing in the future? Or what would you like to see change/stay the same?"**

Please include a picture of yourself (school picture).



Personal Information Waiver and Permission Form

In accordance with the Personal Information and Electronic Documents Act, Mission Community Foundation must advise how personal information collected will be used and must receive your permission to share your personal information.

The Mission Community Foundation regularly posts pictures of Scholarship and Bursary recipients on the Mission Community Foundation website, Facebook page and X accounts. Additionally, photos are submitted to print media for publication.

In accordance with the above, the Mission Community Foundation requests permission to publish photos in the above manner.

- I grant Mission Community Foundation permission to use my photo in their publications as identified above.

- I DO NOT grant Mission Community Foundation permission to use my photo in their publications as identified above.

Signed this _____ day of _____, 20__.

(print name)

(Signature)



Letters of Recommendation Tip Sheet

Mission Community Foundation is here to help support students and families with the significant costs associated with post-secondary education by awarding Bursaries and Scholarships.

Letters of Recommendation should give an idea about the personal characteristics, strengths, and capabilities of the student to help the Scholarship/Bursary Interview Committee make decisions.

Family members cannot provide a Letter of Recommendation.

CONTENT

Opening paragraph: The writer should explain the relationship with the student.

Body of letter: The writer should provide specific information on the student as follows:

- Personal characteristics
- Specific areas of strength
- How the student interacts with others
- Exceptional skills, knowledge, experience, background

Closing paragraph: Summarize points and clearly state you are recommending the student for a Scholarship or Bursary.