



DOUGLAS COLLEGE INTERNATIONAL STUDIES AWARD

*****Application deadline for a 2011 International Studies Award is Friday, February 25, 2011, 4pm.*****

OBJECTIVE AND PURPOSE

The Douglas College International Studies Award Program has been established jointly by Douglas College International and the Douglas College Foundation.

The purpose of the award program is to encourage and support students who are keen and willing to expand their learning horizon by completing part of their program requirements or by participating in a Douglas College approved activity abroad.

This program has been designed to allow for maximum alignment with Douglas College's international education strategies and thus, has the potential to make a significant contribution towards our internationalization efforts.

The Douglas College International Studies Award will grant \$500 to each Canadian or landed immigrant student applicant who meets award criteria.

DOUGLAS COLLEGE INTERNATIONAL STUDIES AWARD PROGRAM – APPLICATION 2011

The Douglas College International Studies Award Program is open to students who are enrolled in an academic program of at least two years' duration or an academic program with a practicum requirement, both offering a Douglas College credential upon successful completion.

Number and Value of Award

A minimum of twenty (20) \$500 awards will be given out to eligible Douglas College students.

Definition of an Eligible Study Abroad Activity for the Purposes of this Award

For the Academic Award, applicants must be enrolled in at least three (3) academic credit courses that are an integral part of their academic program at Douglas College.

For the Practicum Award, applicants must complete their required practicum hours as an integral part of their academic program at Douglas College.

Awarding Process

The adjudication and awarding process is administered by Douglas College International. All applications received are reviewed for completeness and for adherence to eligibility criteria and adjudicated according to the information and supporting documentation contained within.

Eligibility Criteria

The funds will be awarded on a competitive basis to applicants who,

- are Canadian citizens or permanent residents (landed immigrants);
- are enrolled in a Douglas College academic program of at least a two-year duration and which offers a Douglas College credential upon successful completion;
- have strong interest in academic, cultural or language-learning studies overseas;
- are not carrying out their international experiential activity in a country from which they have immigrated to Canada within the last ten years.
- have not previously received another scholarship/award for the same activity or have not previously received a Douglas College International Studies Award;

- have a minimum 3.0 GPA from Douglas College;
- have approval of their Dean after recommendation by at least one faculty instructor who has taught at least one course to the applicant;
- have the ability to obtain a study visa from the country of study.

Selected award recipients will be expected to take up their award and commence their international activity within six months of being awarded the funds. Funds will be awarded upon receipt of all required additional documentation to be identified at a later date. Should a recipient be unable to participate in the planned activity after receiving an award, he/she will have to notify Douglas College International immediately. In such case, any award funds already paid out to the student will have to be returned to Douglas College immediately.

After returning from their international activity, recipients are obligated to provide Douglas College International with evidence of their participation in the activity. Such evidence could, for example, consist of a letter or transcript from a partner university attesting to the recipient's participation in the eligible program.

Application Deadline

Completed applications and all documentation must be received by Douglas College International (Room 2800, New Westminster Campus) by **Friday, February 25, 4pm**.

Please direct award program questions to Karen Ng, Douglas College International, ngk@douglas.bc.ca, 604-527-5844.

Application forms and supporting documents submitted become the property of Douglas College and will not be returned. Selections will be made and notifications sent out to successful applicants within four weeks of application deadline.

DOUGLAS COLLEGE INTERNATIONAL STUDIES AWARD – APPLICATION 2011

Required Documents to be submitted to Douglas College International.

- Completed application form
- A typewritten personal statement not exceeding 500 words that includes:
 - a description of your envisaged international activity, what learning will occur from this activity, and how this award will help you meet your goals with respect to this activity;
 - a description of how your international activity will enhance your personal and academic endeavours;
 - special achievements and/or special circumstances; and
 - future career plans.
- An unofficial transcript of your post-secondary studies to date.
- You must enclose at least one typewritten reference letter from your faculty sponsor (1 page maximum). Each letter must be in a sealed envelope signed by your sponsor across the seal. These letters are intended to act as an indication of your academic excellence, a character reference as well as supplementing your claims with regards to how this international activity will enhance your personal and academic endeavours.

APPLICATION FORM – Deadline is Friday, February 25, 2011, 4pm.

Last Name	First Name & Initial (s)	Social Insurance Number
Permanent Mailing Address		Citizenship
City/Town	Province	Date of Birth Y Y Y Y M M D D
Postal Code	Telephone Number ()	Email Address

NAME OF CREDENTIALLED ACADEMIC PROGRAM IN WHICH YOU ARE CURRENTLY ENROLLED:

Program	From Year: Month:	To Year: Month:
----------------	--	--

NAME OF ANY STUDY/WORK ABROAD PROGRAMS IN WHICH YOU ARE PLANNING TO PARTICIPATE

Program/Position	From Year: Month:	To Year: Month:
Program/Position	From Year: Month:	To Year: Month:
Program/Position	From Year: Month:	To Year: Month:

LIST OTHER SCHOLARSHIP(S) AND AWARD(S) PREVIOUSLY RECEIVED:

Name of scholarship or award	Date Received Year: Month:
Name of scholarship or award	Date Received Year: Month:
Name of scholarship or award	Date Received Year: Month:

NAMES, TITLES AND ADDRESSES OF REFEREES WHOSE LETTERS ARE INCLUDED WITH THE SUBMITTED APPLICATION:**Name:****Title:****Name:****Title:****DECLARATION**Yes No

I consent to the publishing of my name, information about my accomplishments and my photograph or video images of me for promotional purposes should I be a successful candidate.

Yes No

I consent to the sharing of my name and contact information with other post-secondary institutions so that congratulations, materials and invitations to events recognizing my accomplishments may be sent to me should I be a successful candidate.

I hereby make application for a Douglas College International Studies Award and certify that the information given in this application is true and complete. Douglas College is authorized to verify the information contained herein with my academic unit and other sources identified.

The information on this form is subject to the disclosure provisions of the Personal Information Protection Act. The information provided will be used to determine eligibility for the Douglas College International Studies Award. All documents submitted become the property of the Douglas College International which carries out the adjudication. These documents will be received and held in confidence subject to the disclosure provisions of the Personal Information Protection Act.

SIGNATURE OF APPLICANT**PRINT NAME****DATE SIGNED**

YYYY

MM

DD

Letter of Reference Form

Instructions to Applicants

Send/give a copy of this form to your faculty sponsor asking him/her to provide the information indicated below. Make sure the one-page, typewritten letter is signed by your referee and returned to you in a sealed envelope signed across the seal.

Last Name

First Name & Initial(s)

Permanent Mailing Address

City/Town

Province

Postal Code

Telephone Number
()

Email

Information for Referees

Douglas College International relies heavily upon the recommendations and information provided to them in the letters of referees. At a minimum, the referee's letter should include the following information:

- how long the referee has known the applicant and in what capacity;
- an account of how the international activity will benefit the applicant academically and personally, and how it will contribute towards the achievement of her/his educational and/or career goals;
- a description of the applicant's personal character and ability to adapt to and benefit from an international experience from the referee's perspective and judgment; and
- any other special circumstances or achievements that the referee feels Douglas College International should consider regarding the applicant.