



WILLIS
.....
COLLEGE
.....
BUSINESS  TECHNOLOGY  HEALTHCARE



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APPLICATION FORM

“Soldier’s Hero” Military Spouses Scholarship Programme

Application Deadline: July 31st

“Soldier’s Hero” Military Spouses Scholarship Programme

Description of the Award

Willis College

Willis College, a proudly Canadian and Ottawa-based organization, is Canada’s first regulated Career College. Willis College has an outstanding track record of partnering with employers that extends back to when we were formed in 1866.

Our model has been to deliver industry-led, job-ready talent in a short period of time within Canada's cultural mosaic. Over the last 150 years, this best practice model has allowed Willis College to produce over 150,000 graduates locally, nationally and internationally.

With three campuses, Willis College offers many financial solutions for qualified students, a wide range of services and is home to Canada’s only Multivendor Cyber Security Academy. Students may take individual courses to upgrade their skills, or enroll in a full career diploma program that leads them to lucrative jobs in business, technology and healthcare.

“Soldier’s Hero”: The Willis College Military Spouses Scholarship Programme

As a part of our 150th anniversary celebrations, Willis College has created the Soldier’s Hero: a scholarship fund for Canadian military spouses (the Scholarship), valued at a total of \$150,000. This was undertaken to recognize the significant role played by military spouses in supporting our troops at home and abroad, and further empower them through education.

A total of six (6) Scholarships will be awarded annually over a consecutive six-year period (2016-2021) to qualified military spouses who require financial assistance to enroll in one of Willis College’s three campuses (Arnprior, Smith Falls or downtown Ottawa).

Each Scholarship will be valued up-to \$25,000 and provide tuition, books, industry certification and industry lab costs for a one-year program starting in the fall semester.

Selection Process

Eligibility

Candidates who have fulfilled all admissions requirements to a Willis College training programme and who can provide proof of being the spouse of a member of the Canadian military will be eligible to apply for one of these scholarships.

Method of Selection

The Selection Committee of the Board of Trustees will choose the successful candidates. The decision of the Selection Committee is final.

Method of Application

The completed application, with all the required information must be forwarded to:

Board of Trustees Selection Committee: Military Spouses Scholarship Programme
c/o Willis College of Business, Technology, Healthcare
85 O'Connor Street
Ottawa, ON K1P 5M6
Email: scholarships@williscollege.com

Admission Status

The applicant must:

- (i) Must be 19 years of age or over
- (ii) Must successfully pass all entrance requirements
- (iii) Provide proof of education, including all secondary or post-secondary transcripts

Award Presentation

The successful candidate will be presented with the award and a commemorative certificate at the ***Soldier's Hero Award Annual General Assembly***.

Application Form

This application contains four parts: 1) Personal and Academic information (including essay), 2) Required information, 3) Selection process; and 4) Letter of Reference. All of the application pages must be fully completed and returned to Willis College of Business, Technology, and Healthcare.

Please ensure that your completed application with all of the required information is received by Willis College by **September 1st of the application year**. This includes all letters of reference.

Late or incomplete applications will not be accepted.

Personal Information

Name: _____

Current Address _____ _____ _____

Permanent Address _____ _____ _____

Telephone - Current/Permanent _____ _____
Fax _____
E-mail _____

Indigenous Ancestry (if applicable)		
	Tribe/ Nation	Language(s)
Status	_____	_____
Non Status	_____	_____
Metis	_____	_____
Inuit	_____	_____

Academic Information

Program or Degree (B.A., B.Sc., Diploma, etc.)	_____
Major/ Faculty	_____
Name of Institution (University, College, High School)	_____
Location	_____
Duration of Program	_____

Previous Education _____ _____

Write a brief essay describing your future career plans and interests and attach it to the Application Form. (Max. 500 words)

Previous Achievements

Provide details of previous achievements. These may include the following:

- Scholarships
- Awards
- Prizes
- Offices or Positions Held
- Athletic Achievements
- Extracurricular Activities
- Volunteer Activities
- Special Recognitions

Support While Attending Willis College

The Scholarship completely covers the cost of the tuition and books. If needed and requested, the Board of Trustees will offer advice on how an applicant can support him/herself (e.g. community, various services, part-time work, etc.) for the duration of the program, bearing in mind the candidate will be responsible for all personal expenses. Briefly describe how you would support yourself and/or your family while attending the College.

Official Transcript

Provide an official transcript of your secondary or post-secondary marks. Please include this in your application or ensure that it arrives before the July 31st deadline.

References

Provide the complete names and addresses of two references. One of your references must be a character reference. Please include letters of reference with your application.

Name	_____
Title/ Position	_____
Type of Reference	_____
Address	_____

Telephone/Fax/Email	_____

Name	_____
Title/ Position	_____
Type of Reference	_____
Address	_____

Telephone/Fax/Email	_____

I have read and understood all of the requirements for the Solider's Hero: Military Spouses Scholarship Programme application. I agree to allow the Board of Trustees to verify the information provided in this application.
Signature: _____
Date: _____

Instructions to the Applicant

Please give a copy of this page to those individuals who will be providing a reference letter to support your application. Ensure that the names and addresses of your references are recorded accurately in the space provided below.

Name of Applicant: _____

Information for the Reference

The person identified above is an applicant for the Soldier's Hero: Military Spouses Scholarship Programme at Willis College of Business, Technology, and Healthcare. The Board of Trustees Selection Committee would be grateful if you would provide a statement regarding this applicant's qualifications.

If you are primarily acquainted with the candidate through an academic relationship, you are requested to provide information regarding the intellectual qualities and potential of the candidate. If, on the other hand, you are better acquainted with the candidate through non-academic interests, you are requested to comment on the character of the candidate. Your reference will assist the Selection Committee in choosing the most qualified candidate for the award.

Please send this form and your statement to:

Board of Trustees Selection Committee: Military Spouses Scholarship Programme
c/o Willis College of Business, Technology, Healthcare
85 O'Connor Street
Ottawa, ON K1P 5M6
Email: scholarships@williscollege.com

Name of Person Providing Reference	_____
Title/ Position	_____
Type of Reference	_____
Address	_____

Telephone/Fax/Email	_____