

St. Clare's Alumni Association Scholarship

NOTE: THIS IS NOT AN APPLICATION FORM

One scholarship is awarded annually by the St. Clare's Alumni Association in memory of Isabel Woodford. The scholarship supports a graduate or child of a graduate of the St. Clare's Mercy Hospital School of Nursing to attend a continuing education program or event that will enhance their nursing practice.

You will be required to provide the following information on your application:

A. Personal Information

- Contact information (Name, E-mail*)
- CRNNL Registration Number ***REQUIRED**
- Social Insurance Number (Required for [Income Tax](#) purposes)
- Applying as a Graduate or Child of a Graduate
 - Graduation year, or
 - Name of parent and graduation year
- Previous Trust bursaries and year received

B. Employment Details

Employment details are used to demonstrate the relevance of the program/event to your nursing practice.

- Employer – RHA, Educational Institution, Private/Self Employed, Other
- Site (e.g., St. Clare's Mercy Hospital)
- Area of Responsibility/Specialty Area ***REQUIRED**
- Position

C. Course/Program/Certification Details

- How the course/certification relates to your nursing practice (checkboxes) ***REQUIRED**
- Application for: conference/workshop or other CE Event ***REQUIRED**
 - Conference/Workshop: title, offered by, start date, end date, presenting at the conference, currently registered/enrolled
 - Other CE Event: title, offered by, start date, end date, number of courses in program (if applicable), currently registered/enrolled
 - Certification (certification, offered by, exam date)

D. Budget

- Costs – include eligible costs (with applicable taxes)
 - Registration
 - Travel
 - Accommodation
 - Other
 - Total Cost
- Other Sources of Financial Assistance
 - Funding source and amount of any funding you have applied for or received to date to assist with the costs of the program/event and whether the funding has been approved.

E. Personal Statement

- A brief statement (maximum **250** words) about how the continuing education event will enhance your nursing practice

Important Notes:

- Applications for continuing education between **January and June** of this year must be submitted by **April 15th**.
- Applications for continuing education between **July and December** of this year must be submitted by **October 15th**.

- If your application is successful, you will be required to submit **verification of eligible costs** (e.g., receipt for tuition and/or exam fees) and **proof of successful attendance** (conference/workshop) or **proof of successful completion** of the course/program/certification exam to claim your bursary. Any additional documentation requirements will be outlined in the notification email you receive from the Trust.

- If you are successful in achieving **full funding** from other sources, you will be asked to accept the other funding. If you receive notification that you have received full funding after you have received your bursary from the Trust, you are *required to notify the Trust and return the Trust funds*.