

# The Catholic Women's League of Canada National Bursary Application Form

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Name	Joined in	Years of Membership
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Street Address

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City

Province, Postal Code

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Parish Council Name

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## Description of proposed studies

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Course name

Course Location

Amount applied for

## Other assistance

Are you receiving funding from another source?

If yes, please provide name of the organization(s) and the amount(s) of the award.

Please provide a brief description of why you wish to pursue this course.

Signature

Date

Please mail, e-mail or fax this form with all supporting documentation to:

CWL National Office  
C-702 Scotland Avenue  
Winnipeg, MB  
R3M 1X5

**Applications without supporting documentation (course outline, two letters of reference as per instructions on other side) WILL NOT be considered and will be returned to sender. It is the responsibility of the applicant to ensure the application is complete.**

## HISTORY and PURPOSE

In 1988, the League received two generous donations in response to the call for lay formation in Pope John Paul II's Exhortation, *Christifideles Laici*. In light of the expressed desire of the League to encourage members' service "For God and Canada", the national executive agreed by motion that these donations be used to establish a bursary fund.

The bursary fund is used to provide financial assistance to members needing it to pursue studies, courses, seminars, workshops and diploma/degree programs in areas of

- spiritual growth
- adult faith formation
- youth ministry
- ministry to patients in palliative care
- ministry to shut-ins
- parliamentary procedure
- literacy tutoring

US courses may be pursued if the program is not available in Canada.

The national bursary committee receives applications and administers the bursary annually. The value of the bursaries awarded depends on the interest generated from the fund in any given year and the number of qualified applicants.

The national bursary fund continues to grow with generous support received from members and councils.

## CRITERIA and GUIDELINES

1. In her third consecutive year of service and any year thereafter, a member may apply.
2. Applicants must demonstrate an active involvement in pastoral services and be prepared to serve the church in their province, diocese or parish.
3. Programs may be taken prior to bursary acceptance, but must be taken within one year following acceptance.
4. Upon proof of acceptance into the designated program, funds will be forwarded by national office in the decided amount to the institution administering the program or to the applicant if proof of payment is submitted. Proof of acceptance must be received within 30 days of approval of the award; otherwise the bursary will lapse.
5. The applicant will provide acknowledgement of completion of the course, seminar, workshop, diploma or degree programs along with a letter from the applicant expressing what she has gained from the program and how she will be sharing this with her community in the future.
6. Applicants receiving an award may reapply for a maximum of three additional one-year periods.

## APPLICATION

1. **Applications must be made on the official form, which is available online at [cwl.ca](http://cwl.ca).**
2. **Two letters of recommendation must accompany the completed form.** One letter of recommendation must be from the applicant's CWL parish council president; the other from a non-relative. Each letter must indicate the name of the reference, and his or her position and relationship to the applicant.
3. **Applications must be submitted to national office and postmarked by May 31<sup>st</sup>.** To ensure that no oversight occurs, the applicant should inform national office that the application has been sent. The bursary committee meets in June and the successful applicants are notified by letter. Announcement is made by June 30<sup>th</sup> on [cwl.ca](http://cwl.ca) and in *The Canadian League*.
4. Decisions of the bursary committee shall be final.
5. The maximum bursary award is \$1,000.
6. **The application form, with two letters of recommendation should be sent to**  
**CWL National Office**  
**C-702 Scotland Avenue**  
**Winnipeg MB, R3M 1X5**  
**Toll Free Fax: (888) 831-9507**  
**E-mail: [officeassistant@cwl.ca](mailto:officeassistant@cwl.ca)**
7. A T4A slip will be sent to all bursary recipients by February 28<sup>th</sup> of the year following receipt of any bursary award exceeding \$500.00.