



BURSARY APPLICATION FORM ADULT (OVER 18 YEARS)

DVSA Bursaries are made possible through the generosity of community donors to ensure there are no financial obstacles to attending DVSA classes and workshops. Please apply for a bursary only if there is a financial circumstance that limits your ability to attend.

We strongly encourage those who would like to apply for a bursary to contact DVSA's Executive Director in advance of completing and submitting the application.

Bursary application guidelines and tips:

- Bursaries are available only to those who can demonstrate crucial financial or personal circumstances that limit their ability to attend DVSA.
- Each application must have a letter of reference from someone (i.e. doctor, minister, teacher, social worker, etc.) who can speak to your financial or current situation.
- Be sure to complete the application in full – complete the check list on page 2 – before submitting.
- Spots in DVSA classes fill up quickly so we suggest that applications should be submitted by the following deadlines to avoid disappointment:
 - **Fall term:** *on or before August 1*
 - **Winter term:** *on or before December 1*
 - **Spring term:** *on or before February 1*
 - **Summer term:** *on or before April 1*
- Due to demand and limited resources, DVSA can only accept **1 (one) bursary per student**, within the DVSA fiscal year (July 1st – June 30th).

Completed applications and supporting documentations should be submitted in confidence by the date above to:

Dundas Valley School of Art
21 Ogilvie Street
Dundas, Ontario L9H 2S1
Tel: 905-628-6357 Fax: 905-628-1087
Email: info@dvsa.ca

Bursary decisions

You will receive an email 2-3 weeks after the final due date notifying you of the bursary decision. All bursary decisions are final unless there is new or exceptional information with applicable supporting documentation.



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PLEASE ENSURE YOU HAVE READ THE *GUIDELINES AND TIPS* SECTION BEFORE COMPLETING:

PERSONAL INFORMATION OF THE PERSON APPLYING FOR THE BURSARY:

First Name: _____ Surname: _____ Age: _____

CONTACT INFORMATION

Email: _____

Home Phone: _____ Cell Phone: _____

Mailing Address: _____

Street: _____

City: _____ Apt/Unit #: _____

Province: _____ Postal Code: _____

CLASS INFORMATION – WHAT CLASS DO YOU WISH TO APPLY A BURSARY TO?

Term: Fall Winter Spring Summer

Class Code: _____

Class Name: _____

Day: _____

Time: _____

FINANCIAL INFORMATION:

Please provide a copy of the last page of your most recent income tax return (if possible):

Homeowner Renting Living with Extended Family Other (ex. Community Housing)

PERSONAL STATEMENT

Is there any information you would like DVSA to know around your request for a bursary? Ex.) primary caregiver for partner and living on fixed income.

ACCOMMODATIONS

Are there any special accommodations for the student(s) who would like to come to DVSA? If YES, please explain.

CHECK LIST

Before you proceed with submitting your application, please check that the following documentation is attached:

- A reference letter from a professional familiar with your circumstances (i.e., doctor, minister, teacher, social worker, etc.) – please ensure their contact details are included in the letter.
- A copy of the final page of your previous year's tax filing (if possible).
- A copy of government issued identification.

DECLARATION

I hereby certify that the information provided on this application is, to the best of my knowledge, true and complete, and I authorize the release of the information contained herein to the appropriate Selection Committee.

I understand that if I receive a bursary the information, I have provided may be subject to verification.

Signature _____

Date (dd/mm/yy) _____

The Dundas Valley School of Art is committed to protecting personal data. The data collected from this form is for the specific purpose of awarding a bursary and will be treated confidentially.

FOR OFFICE USE ONLY:

Date Received by DVSA:				
Executive Director's Decision:	<input type="checkbox"/> Granted	<input type="checkbox"/> Declined	Date of Decision:	
Value of Bursary	\$		Value of Class:	\$
Date Applicant informed:				
Date Processed by Registrar:			Registrar's Initials:	