



Please send completed application and supporting documents to foundationexecdirector@aset.ab.ca

IMPORTANT: All sections of the application must be completed or application will be disqualified.

Applicants should note the list of 'Criteria for Assessment' on the last page of this application and ensure that all relevant information needed to meet the criteria is included or attached. The award is presented in December of each year.

Deadline for submission of this application is: within 6 months of course completion.

Contact Information

Last/First Name:

Present Address:

City:

Prov./Terr.:

Postal Code:

Home Address (if different from above):

City:

Prov./Terr.:

Postal Code:

Phone (business):

Phone (home):

Email:

Employer name:

Current Studies

Institution:

Course name:

Course tuition:

Course length (hours):

Completion date:

Material covered in course (provide a brief description or course outline):

Why did you take this course?

Relationship of course to your employment:

Additional Information

Career intentions (what plans do you have for the next five to ten years? Add a second sheet if required)

Comments or other information. (Information that you feel should be included to explain special circumstances or that would aid in the selection process. For example, explain why you are enrolled in this program of studies.)

Have you or will you receive any funding assistance for this program? (ie: employer, other scholarships, grants, etc.):

Yes No

If yes, please explain:

Eligibility Criteria

1. Applicant must have completed a professional development course related his/her field of employment and attach documentation proving attendance at the course.
2. Applicant confirms that the course will not or has not been funded through other outside source(s), such as the employer.
3. Applicant must apply within six months of completion of the course.

Declaration

I hereby make application for the above-named bursary and I declare that:

- a) I have answered all questions applicable to me and all information I have provided on this form and in the attachments is true in every respect
- b) I have met each of the Criteria for Eligibility as stated above
- c) I authorize the release of the academic and other information referred to on this form to The ASET Foundation
- d) I have attached my resume

Signature of applicant:

Date:

All personal information you provide is subject to the conditions and protection of the ASET Privacy Policy, which can be viewed online at aset.ab.ca

ASSESSMENT GUIDE — FOR ASET FOUNDATION USE ONLY

Applicant name:

RATING SCALE: HIGH: 10 / LOW: 0. Multiply the RATE number by the WEIGHTING FACTOR to achieve the TOTAL.

Assessment Factors	Rate	Weighting Factor	Total	Comments
Academic Performance		× 5 (50%)		
Financial Need		× 2 (20%)		
Previous Education		× 0.5 (5%)		
Previous Work Experience		× 0.5 (5%)		
Career Intentions		× 0.5 (5%)		
Extra-curricular activities (leadership)		× 1.5 (15%)		
TOTAL		100%		

Overall comments/recommendations:

Signed:

Date reviewed: