

RECEIVED
FEB 20 2024

February 15, 2024

Cowichan Valley School District # 79
2557 Beverly Street
Duncan, BC V9L 2X3

Re: Public Guardian and Trustee Educational Assistance Fund

I am pleased to enclose a summary of the Public Guardian and Trustee Educational Assistance Fund Bursary. This information and the application form are also available on our website at:

www.trustee.bc.ca:

More detailed information is available on the website under Services-Estate and Personal Trust Services- PGT Educational Assistance Fund.

We would appreciate your assistance in informing the appropriate staff about this bursary program and ask that they pass this information on to any students or potential students who may qualify.

To be eligible an applicant must be a former permanent ward of the Province of British Columbia and planning to study at a post-secondary level in an academic, technical or vocational program between September 2024 to August 2025.

THE DEADLINE TO SUBMIT COMPLETED APPLICATIONS TO THE PUBLIC GUARDIAN AND TRUSTEE IS APRIL 15, 2024.

In selecting successful applicants, consideration will be given to financial need and information related career goals. Applicants are required to attach a copy of their most recent transcript. Applicants are encouraged to provide reference letters in support of their suitability for their chosen career.

Applicants will be advised of the status of their application by mid-July.

Successful applicants will receive their bursary payments after providing evidence of registration and enrollment in their specified course of study.

Yours truly,

Marianne Ciok

Marianne Ciok
Personal Trust Administrator
Estate and Personal Trust Services
Phone: 604-240-3673
Email: mciok@trustee.bc.ca

Enclosure



Educational Assistance Fund

2024-2025 bursary application

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Overview

Each year, education bursaries are available through the Public Guardian and Trustee Educational Assistance Fund. The bursaries are intended to help individuals who were formerly in the permanent care of the provincial government reach their educational goals.

To be eligible for the bursary, you need to be:

- A former permanent ward of the Ministry of Social Services or
- Formerly in the continuing custody of the [Ministry of Children and Family Development \(MCFD\)](#) or a [Delegated Aboriginal Agency \(DAA\)/ Indigenous Child and Family Service Agency \(ICFSA\)](#)

You must have been a permanent ward or in continuing custody until age 19.

You also need to be:

- At least 19 years old
- A high school graduate or equivalent
- Enrolled or planning to enroll in a post-secondary academic, technical or vocational program

The bursary is not to be your only source of funding. It is intended to cover shortfalls in your funds.

Successful applicants are awarded annual bursaries ranging in value up to a maximum of approximately \$4,500.00.

Annual application deadline: April 15, 2024

To apply, send a completed application by mail or email to:

Personal Trust Administrator
Estate and Personal Trust Services
Public Guardian and Trustee of British Columbia
700 – 808 West Hastings Street
Vancouver, BC V6C 3L3

Email: estates@trustee.bc.ca

If you have any questions, please feel free to reach out to the Personal Trust Administrator at 604-240-3673 or the above email address.

Important

Including thorough and detailed information in your application may increase your chances of being awarded a bursary or may increase the amount you receive. Please answer all questions to the best of your ability. If a question does not apply to you, please indicate “not applicable.”

Incomplete applications may not be considered.

Information you provide is for the purpose of evaluating an application for a bursary. Information is collected under the Freedom of Information and Protection of Privacy Act (FOIPPA) and other applicable legislation. If you have any questions about the collection, use or disclosure of information, contact the PGT's Information and Privacy Officer at 604-660-4444 or mail@trustee.bc.ca

Personal information

Eligibility

Note: This bursary is only available to individuals who were permanent wards of the Ministry of Social Services or in the continuing custody of MCFD or a DAA/ICFSA at the time they turned 19. Individuals with other legal statuses (e.g. Youth Agreement, Temporary Custody Order, Special Needs Agreement, and Voluntary Care Agreement) are not eligible.

Enter the period you were a permanent ward of the Ministry of Social Services or in the continuing custody of MCFD or a DAA/ICFSA (mm/dd/yyyy)

Start date

End date

About you

Note: If you change your address any time prior to receiving the bursary, please let us know.

Last name

First name

Middle name

Birth name (if different)

Date of birth (mm/dd/yyyy)

Phone

Email address

Home address (City, Province, Postal code)

Mailing address (if different than above)

Do you wish to self-identify as Indigenous?

☐

Yes

☐

No

☐

Unknown

Do you have a financial need?

☐

Yes

☐

No

Current or intended
program of study

Name of institution,
college or university

Years/semesters/hours
required for completion

Income and expenses

Income

Do you (or will you) have a student loan? ☐ Yes ☐ No

Are you working? ☐ Yes ☐ No

Have you been awarded any other bursaries or scholarships? ☐ Yes ☐ No

Do you have any other sources of income? ☐ Yes ☐ No

If so, please tell us about your other sources of income

Have you applied for a bursary under the Youth Futures Education Fund? ☐ Yes ☐ No

For more information, please visit www.youthfutures.ca

Expenses

Enter your period of study during the academic year of September 2024 to August 2025 (Month/Year)

Start date

End date

Will you be working during this time period? ☐ Yes ☐ No

Enter your spending budget for the year by subtracting your anticipated yearly total expenses from your anticipated yearly total income (Income – expenses = difference)

Total income

Total expenses

Difference (your budget)

Examples of income include salary, bursaries and grants, Registered Education Savings Plan (RESP), disability or income assistance, etc. Expenses should include things such as tuition, rent, internet, utilities, food, vehicle and insurance, cell phone, medical expenses, childcare, pet expenses, etc.

Is there any more information you wish to provide to support your application for the bursary? (optional)

Proof of enrolment, transcripts and references

Either proof of enrolment or a transcript of marks is required. If you are going to be in the 1st year of your studies, please provide proof of enrolment. If you are a returning student (2nd year onwards), please provide your most recent transcript.

Have you attached your proof of enrolment or the most recent transcript of your marks?

- ☐ Yes
- ☐ Will follow (prior to May 15, 2024)

Letters of reference from people who can speak to your commitment to your education and career goals, and/or you need for the bursary are **highly recommended**. References can be attached directly to your application.

Applicant's declaration

Your signature is required. Incomplete applications may not be viewed.

I understand that:

1. It is my responsibility to make sure the information on this application is true and correct
2. Answers that are not true or are misleading may be considered fraud. Fraud is against the law in Canada
3. All information is subject to audit and verification
4. If I receive money, and it is then discovered that information included as part of my application was not true and accurate, I may be required to repay all or part of the funds I received

I will notify the Public Guardian and Trustee if I do not complete my proposed course of study or training during the period stated.

Date (mm/dd/yyyy)

Signature

Contact the Public Guardian and Trustee

Estates and Personal Trust Services

700–808 West Hastings Street
Vancouver, BC V6C 3L3

Main reception	604-660-4444
Trust services	604-240-3673
Fax	604-660-0964
Email	estates@trustee.bc.ca
Website	www.trustee.bc.ca

PGT hours of operation

Monday to Friday 8:30am to 4:30pm

