



ABBOTSFORD
COMMUNITY
FOUNDATION

**ABBOTSFORD COMMUNITY FOUNDATION
STUDENT AWARDS PROGRAM**

www.abbotsfordcf.org

APPLICATION PACKAGE CHECKLIST

Your application package should be in the following order and paper clipped together:

(No staples/envelopes please, unless your reference letter is in a sealed envelope.)

1. **Award Summary Checklist** (up to 10 awards may be checked off, make sure you are eligible for the award you apply for)
2. **Application Form** (one application form only, save and continue each page when completing the form online. Print the form at 100%, and it should be signed by you and one of your parents)
3. **Reference Letter** (single page - adult, non-relative)
4. **Any Special Applications and/or Special Criteria Documentation**
5. **Transcript** (You do NOT need to request a transcript, it will be attached later by School Staff.)

**Application Package Deadline is
3:00 pm Monday, February 22nd.**

(Please hand your application package in to your School Counsellor.)

**(Students submit one application package only,
regardless of whether applying for 1, 5 or 10 awards.)**



ABBOTSFORD
COMMUNITY
FOUNDATION

SMART & CARING
COMMUNITIES



COMMUNITY
FOUNDATIONS
OF CANADA

2021 STUDENT AWARDS APPLICATION FORM OVERVIEW

Congratulations on your upcoming graduation! Abbotsford Community Foundation is pleased to be able to offer over 300 student awards in 2021. To ensure that your application is submitted correctly, please read and follow these steps to complete your student award application process.

Please complete the **2021 Student Awards Application Form** [online](#) and include all relevant information for the award(s) for which you are applying. Be sure to check for **Special Criteria** in the Awards Directory listing and/or on the Awards Summary Checklist. If an award lists special criterion, which may include membership to an organization or other specific characteristics, ensure that you qualify and meet those requirements in full, and have included all necessary documentation before submitting your application. **An example of the online application is included with these instructions.**

You must also complete the **Awards Summary Checklist** indicating the award(s) for which you are applying. Instructions are directly on the form. **Students are limited to applying for a maximum of 10 awards.**

In addition, all applicants must include a letter of reference from an adult (non-relative) in their application package. A **Student Reference Letter Info Sheet** is available online to help you share details of your educational journey with prospective reference providers.

After you have completed the *Application Form* online, print and sign it. If applicable, have your parent/guardian sign it, then give your complete application package to your School Counsellor. Award recipients will be notified at convocation in June.

Include in your application package the following documents:

- Awards Summary Checklist
- 2021 Student Awards Application Form
- Reference Letter(s)
- Special Criteria documents

The deadline for submission to your Counsellor is 3:00 pm, Monday, February 22nd, 2020.
Incomplete application packages will not be accepted.

If you have any questions, please contact your Counsellor.

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