



UNION 52 BENEVOLENT SOCIETY

MEMBERS & COMMUNITY SUPPORT COMMITTEE

11305 – 95 Street, Edmonton, Alberta T5G 1L2 Phone: (780) 448-8900 or (780) 479-3835

Toll Free: 1-888-578-4043 • Fax: (780) 479-7975

e-mail address: memberssupport@csu52.org

STUDENT BURSARY APPLICATION FORM

PARENT INFORMATION – Please Print Clearly

Parent Name: _____ Payroll Number: _____	Phone Number: (Work): _____ (Home): _____
Home Address: _____ Postal Code: _____	Department Name: _____ Seniority Date: _____ Full-time <input type="checkbox"/> Part-time: <input type="checkbox"/>
Are you currently paying dues to CSU 52? Yes <input type="checkbox"/> No <input type="checkbox"/> If no, explain: _____	The student for which this application is made is my legal dependent child. Parent Signature _____ Date _____

STUDENT BURSARY INFORMATION – Please Print Clearly

Student Name in Full: _____ Date of Birth: _____ Post Secondary Institution: Name: _____ Address: _____	Student Social Insurance Number: _____ Student I.D. Number: _____ Program enrolled in: _____ Program Start Date: _____ Tuition Fees Only: \$ _____ Student Signature _____ Date _____
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CONSENT TO THE COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION

I agree that the Civic Service Union 52 may collect, use and disclose personal information insofar as such information relates to the obtaining, managing and maintaining of my employment within the contractual unit represented by CSU 52 and insofar as it relates to the administration of the collective agreement, to collective bargaining and to the administration of CSU 52.

Parent's Signature

Date

FOR OFFICE USE ONLY

Application approved by the Union 52 Benevolent Society Members & Community Support Committee

Date: _____ Application No: _____

Cheque No: _____

Account No: 6398

Approved for Payment by: _____

Date: _____

Semester 1 or 2 (circle one)

Total Years of Service: _____

_____ % = \$ _____

Cheque Amount: \$ _____



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Student Bursary Application Information

ELIGIBILITY REQUIREMENTS:

- A. The student must be a dependent child, up to and including 21 years of age, of a current CSU 52 member. Dependent children of retired and deceased members of CSU 52 may apply for a bursary for consideration.
- B. The parent must have a minimum of one year's full service within CSU 52's jurisdiction.
- C. A student shall receive one bursary per semester (maximum two semesters) per CSU 52 member parent.
- D. The student must have attended on a full-time basis for the period applied for in a post secondary education program. Once the completion of the semester, application forms must be submitted along with all pertinent information to the CSU 52 office. A separate application must be submitted for **each** semester. Applications may only be submitted for the current school year.

Required Documents:

- 1. A copy of the student's long form Birth Certificate/Baptismal Certificate or a declaration that the child is a dependent. The Declaration must be administered by a Commissioner For Oath.
- 2. A copy of the fee assessment notice as proof of tuition amounts (**receipts are not acceptable**).
- 3. A transcript or confirmation of completion of the semester.

Please attach all required information to the Bursary Form and submit it to the CSU 52 office for processing.

- F. An incomplete application **will not** be accepted.
- G. For the purposes of bursary eligibility, a member shall include those permanent employees on layoff during their 24 month recall period. Members accepting a severance package in the form of salary continuance will be eligible to apply during the period of the continuance. Acceptance of a lump sum severance package shall terminate bursary eligibility.

BURSARY PAYMENT:

- A. The total bursary amount for one semester shall be a percentage of the tuition cost or a percentage of \$900.00, **whichever is less**, notwithstanding item C. under eligibility requirements. The child will receive 10% for each year of service, with 10+ years receiving 100% of the tuition or \$900.00 per semester, (\$1,800.00 for two semesters) **whichever is less**. Part-time members will be pro-rated. Part-time members must submit a letter from payroll indicating the total number of hours worked in CSU 52's jurisdiction.
- B. The parent will receive notification of the application being received and approved.
- C. A cheque, made payable to the student, will be sent upon receipt of proof of completion of the semester applied for (maximum two semesters per child). The CSU 52 member and the dependent child are responsible for providing this information.
- D. Bursaries will be issued in two cheques, one after the completion of each semester.
- E. **A T4A slip will be issued in the student's name for any bursary exceeding \$500.00.**

THE UNION 52 BENEVOLENT SOCIETY MEMBERS & COMMUNITY SUPPORT COMMITTEE RESERVES THE RIGHT TO DENY ANY INCOMPLETE OR FALSIFIED APPLICATIONS.