



**A P E G S**

*Association of Professional Engineers  
& Geoscientists of Saskatchewan*

300 4581 Parliament Avenue, Regina, Saskatchewan S4W 0G3  
T (306) 525 9547 F (306) 525 0851 Toll Free: 1 800 500 9547  
www.apegs.ca apegs@apegs.ca

## Member Education Grant Application Form

### 1. Applicant Information

Name: \_\_\_\_\_

Designation (circle one):      P.Eng.      P.Geo.      Member-in-Training

APEGS Member Number: \_\_\_\_\_

Contact info: Daytime Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Have you previously received the APEGS Member Education Grant:      Yes      No

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### 2. Scholastic Data

I am attending the (choose one): University of Regina      University of Saskatchewan

I am registered in the Faculty/College of: \_\_\_\_\_

I will obtain my (indicate degree): \_\_\_\_\_

My anticipated date of graduation is: \_\_\_\_\_

NOTE: Applicants must be registered in, or have completed, a minimum of 6 credit hours. Proof of registration must be included with the application.

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### 3. Letters of Reference

Attach two letters of reference, one from each of the following:

- Graduate Studies Supervisor
- Work related

Please provide the attached Letter of Reference – Guidelines to your references for their use when writing their letters.

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#### 4. Basis of Submission

Provide a 1000 word essay that describes why you believe you are deserving of this Education Grant. Your essay should address the following points at a minimum:

- a) Accomplishments in the practice of professional engineering or professional geoscience which indicates exceptional potential. **(40%)**
- b) Demonstration of leadership, volunteerism and community involvement. **(10%)**
- c) Service to the professions in public education, understanding the role of professionals in society and/or active participation in engineering/geoscience associations, societies and institutes. **(30%)**
- d) Your reasons for pursuing the post-graduate degree, goals, personal statement, how your studies will contribute to the professions. **(20%)**

**Applicants are requested to format their essays with headers indicating where each of the above topics are addressed.**

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#### 5. Privacy

- a) Personal information will be collected for the limited purposes of processing and evaluating scholarship applications, selecting scholarship recipients and administering scholarship payments to recipients.
  - b) Personal information will be collected from you and may be collected from references, educational institutions, employers, government and community sources based on information provided by you in support of your application.
  - c) Personal information may be disclosed to representatives of the Association of Professional Engineers and Geoscientists of Saskatchewan (APEGS) and / or any selection committee or academic institution acting on its behalf, as well as third parties for the evaluation and selection of recipients, and administration of the scholarship program.
  - d) There will be no other uses or disclosure of your personal information unless required or authorized by law.
  - e) Upon request to APEGS, you will be granted access to your personal information obtained in support of this application, and upon request, APEGS will correct inaccuracies in your personal information. Any inaccuracies must be brought to the attention of APEGS prior to the selection of scholarship recipients in order to record and bring any corrections to the attention of the selection committee or academic institution assisting in the assessment of applications.
  - f) APEGS will retain personal information about applicants for the time necessary to assess, award and administer the scholarship program, and for a reasonable period thereafter, after which APEGS and any academic institutions and third parties assisting with the scholarship program will destroy, erase or render anonymous all personal information in their possession.
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**6. Authorization for the Use and Disclosure of Personal Information**

- a) I authorize APEGS to collect personal information for the purposes and subject to the privacy provisions noted above.
  - b) If I am selected as the recipient of an award, I authorize APEGS, my academic institution and/or faculty/college to disclose my personal information (consisting of name, award, program of study, year level, amount of award and photography) for promotional purposes.
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**7. Declaration**

- a) I hereby certify the information provided in my application and associated documents are true and accurate to the best of my knowledge.
- b) I understand that all information that I have provided in connection with this application may be subject to verification and audit by the Association of Professional Engineers and Geoscientists of Saskatchewan and / or any academic institution assessing applications on its behalf.
- c) I understand that acceptance of this application or receipt of any scholarship or award issued to me may be revoked without notice if any information in this application is found to be false.
- d) I understand that by signing this application **I am consenting to the collection, use and disclosure of personal information as noted above.**

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**8. Attachment Checklist**

Ensure that you have included/attached all the following information. **IMPORTANT: The information must be in the order indicated and submitted as a single document.**

- \_\_\_\_\_ Proof of registration (i.e. transcripts, student account information showing classes in which you are currently registered)
  - \_\_\_\_\_ Letters of reference (academic, professional)
  - \_\_\_\_\_ Essay
  - \_\_\_\_\_ Resume
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## 9. Submission of Application

Applications must be received in the APEGS office **no later than December 31** for consideration and award in the following year. Presentation of the education grant will be made at the APEGS Awards Gala (typically in early May of each year).

Please send your applications to:

Association of Professional Engineers and Geoscientists of Saskatchewan

**300 - 4581 Parliament Avenue  
Regina SK S4W 0G3  
Attn: Awards Committee**

Or via email to: [apecs@apecs.ca](mailto:apecs@apecs.ca)

Indicate “**Member Education Grant Application**” in the subject line of your email.

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## 10. Notifications from APEGS

Applicants are hereby advised that incomplete applications will be disqualified. Only the successful applicants will be contacted by APEGS.


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## **MEMBER EDUCATION GRANT LETTER OF REFERENCE – GUIDELINES**

You have been asked to write a letter of reference on behalf of a student applying for the APEG S Member Education Grant. The applicant has been asked to submit two letters of reference written by individuals in support of their professional and academic achievement, including volunteer/community service. The reference cannot be related to the applicant. To assist you in the preparation of this letter please refer to the instructions and information below.

These bursaries are awarded to candidates who are members in good standing with APEG S and are registered at, and attending, either the University of Regina or the University of Saskatchewan in post graduate studies in one of the following areas: Engineering, Geoscience or MBA.

In your letter, please indicate how long you have known the applicant and in what capacity (i.e. Graduate Studies Supervisor, Work related, etc.).

As applicants will be evaluated in the following areas, please comment on your knowledge of their achievements:

- a) Accomplishments in the practice of professional engineering or professional geoscience which indicates exceptional potential.
- b) Demonstration of leadership, volunteerism and community involvement.
- c) Service to the professions in public education, understanding the role of professionals in society and/or active participation in engineering/geoscience associations, societies and institutes.
- d) Submission of written essay outlining why they are pursuing the post-graduate degree, goals, personal statement, how their studies will contribute to the professions.

The letter should be given directly to the applicant so that it may be included with their application. **Please ensure that the letter is typewritten on letterhead, signed and includes your contact information.** The student would appreciate a prompt response as the deadline for application is **December 31.**

Thank you for taking the time to support an APEG S Member Education Grant candidate and contributing to the fair selection process.