



2000-1270, chemin Ste-Foy  
Québec, QC, G1S 2M4  
Phone (418) 684-5333, ext. 1384, Fax (418) 684-2295  
www.citadelfoundation.ca

**General Information** – This application must be completed entirely and submitted with **all** of the required documents for it to be considered. This bursary program has been created to assist students in financial need and who have requested other sources of financial assistance. Omissions, false declarations and applications filled by persons other than the applicant, will result in refusal of bursary. Bursaries from Citadel Foundation are considered *non-taxable* revenue but must be declared on income taxes and bursary recipients will receive T4 and Relevé 1 slips for this purpose.

### ***ADDITIONAL INFORMATION***

- Bursaries are awarded to students in financial need for trade school, CEGEP and University. The highest level of studies that will be considered for a bursary is the Bachelor's Degree. We do not support students in a Master's or a Ph.D. program. Maximum bursaries awarded are \$600 for a trade school student, \$1,000 for a CEGEP student and \$1,500 for a University student.
- All applications are treated in confidence.
- Students who are accepted may remain eligible throughout a course of studies as long as there remains a need. Students must re-apply to the Citadel Foundation and submit all the required documents.
- Application forms are available at the office of Citadel Foundation, via the Citadel website, from the Guidance Departments of Quebec High School, St. Patrick's High School, the Eastern Quebec Learning Centre, and the St. Lawrence Campus of Champlain Regional College.
- All correspondence must be addressed to Citadel Foundation.

### ***CALENDAR FOR OBTAINING BURSARIES***

- Applications must be sent to Citadel Foundation, postmarked **no later than August 12** as the Education Committee meets after this date to review **all complete** applications.
- Every applicant must submit the following :
  1. a fully completed application form (3 pages) including Social Insurance Number;
  2. a personal letter outlining financial needs and a career plan;
  3. a letter of reference from a responsible person who knows the applicant and supports his or her application (e.g.: school principal, teacher, clergyman, employer, etc.);
  4. a letter from the college or university, including proof of **registration** in full-time studies (admission forms will not be considered);
  5. a copy of government loans and bursary assessment (Calcul d'aide);
  6. a copy of your most recent grades.

Once we have received all of the required information and should your application be accepted, a cheque will be mailed to you.



1270, chemin Ste-Foy, suite 2000  
 Québec, Québec, G1S 2M4  
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**APPLICATION FOR:**

CEGEP bursary:  UNIVERSITY bursary:   
 Trade School bursary:  Eastern Quebec Learning Centre bursary:

**Applicant Information (please print clearly)**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Last First  
 Address: \_\_\_\_\_  
 Street Address Apartment #  
 City Province Postal Code  
 Phone: ( ) \_\_\_\_\_ E-mail Address: \_\_\_\_\_  
 Social Insurance Number: \_\_\_\_\_ Date of Birth (mm/dd/yyyy): \_\_\_\_\_

**Family situation**

**During the course of my studies, I will be:**

- Living with both my parents
- Living with one parent
- Living on my own in an off-campus apartment. What is the length of your lease in months? \_\_\_\_\_
- Living on my own in an on-campus residence
- Sharing an off-campus apartment with 1 or more roommates.  
 If so, with how many roommates? \_\_\_\_\_ What is the length of your lease in months? \_\_\_\_\_

Father's Name: \_\_\_\_\_ Mother's Name: \_\_\_\_\_  
 Employer: \_\_\_\_\_ Employer: \_\_\_\_\_  
 Father's gross income: \_\_\_\_\_ Mother's gross income: \_\_\_\_\_  
 Other income (please specify): \_\_\_\_\_ Other income (please specify): \_\_\_\_\_

How many dependent siblings in your family? \_\_\_\_\_ Please indicate their names and ages below:  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_ Name: \_\_\_\_\_ Age: \_\_\_\_\_  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_ Name: \_\_\_\_\_ Age: \_\_\_\_\_

Do you have any dependent children? \_\_\_\_\_ Please indicate their names and ages below:  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_ Name: \_\_\_\_\_ Age: \_\_\_\_\_  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_ Name: \_\_\_\_\_ Age: \_\_\_\_\_

## Education

High School: \_\_\_\_\_ Phone: \_\_\_\_\_

YES NO

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?   Degree: \_\_\_\_\_

College: \_\_\_\_\_ Phone: \_\_\_\_\_

YES NO

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?   Degree: \_\_\_\_\_

In order of preference, please list the colleges or universities you wish to attend:

Name	Program	Number of years
_____	_____	_____
_____	_____	_____
_____	_____	_____

## Financial information

Please elaborate your budget for the academic year (September 1 to April 30);

Expenses	Total	Revenues & resources	Total
Tuition or admission fees		Contribution from parents	
Books, supplies & equipment		**Income from summer employment	
Rent		**Income from part-time employment	
Telephone/cable/internet		Provincial government loan	
Electricity & heating		Provincial government bursary	
Food		Other government assistance	
Clothing		Personal prepaid scholarship fund	
Transportation		Contribution from other family members	
Daycare		Any other revenue (explain)	
Other (please specify)			
<b>Total</b>		<b>Total</b>	

## Complimentary Financial Information

\*\*If you do not have any income from summer or part-time employment, please explain why here:

\_\_\_\_\_

\_\_\_\_\_

I will apply for the government of Quebec Loan and Bursary program: Yes  No

Please explain why if you are not applying:

\_\_\_\_\_

\_\_\_\_\_

Do you own a vehicle? \_\_\_\_\_ If yes, make model and year \_\_\_\_\_

If yes, please explain your need for a vehicle \_\_\_\_\_

**Additional information**

Please indicate any further information, financial or other, that you feel is necessary for the Education Committee to reach its decision: (you may be requested to supply further proof of your financial situation)

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I, hereby, certify that the information given in this confidential application is true and is accurate to the best of my knowledge. Any false declarations will result in refusal of a bursary.

Signature of applicant: \_\_\_\_\_

Signature of Father: \_\_\_\_\_

Signature of Mother: \_\_\_\_\_

Signature of Guardian:  
(if applicable) \_\_\_\_\_

**For office use only (please do not write anything here)**

Date application received

Education Committee initials \_\_\_\_\_

Supporting documents received    Yes     No

Education Committee initials \_\_\_\_\_

Application successful            Yes     No

Education Committee initials \_\_\_\_\_