

**The May Court Club of Ottawa**  
*“Enriching the lives of others as well as our own”*

**CENTENNIAL SCHOLARSHIP**

**Nurse Practitioner Studies**

**APPLICATION FORM**

**All correspondence to be sent to:**

**The Chair, Centennial Scholarship Committee**  
The May Court Club of Ottawa  
114A Cameron Avenue  
Ottawa, Ontario K1S 1X1

**Application Deadline May 25, 2012 at 12:00 noon**

**Phone: (613) 733-4681**  
www.maycourt.org

**Fax: (613)733-5197**  
e-mail: [secretary@maycourt.org](mailto:secretary@maycourt.org)

## **TERMS OF REFERENCE**

### **Name of Scholarship:**

#### **THE MAY COURT CLUB OF OTTAWA CENTENNIAL SCHOLARSHIP**

### **Purpose of Fund:**

To award a scholarship to each of two deserving individuals pursuing Nurse Practitioner studies.

Value of each award: \$5,000.00 (non renewable)

Number of Awards: Two

Frequency of Award: Annual

### **Eligibility Criteria:**

- Proof of Bachelor of Science in Nursing or Bachelor of Nursing
- Proof of acceptance in a Nurse Practitioner Program at a recognized Ontario university
- Proof of Canadian Citizenship
- Work experience
- Evidence of Community Service
- Three letters of reference

### **Application Procedure:**

All completed application forms must be sent to:

Chair of the Scholarship Committee of The May Court Club of Ottawa,  
114A Cameron Avenue, Ottawa, ON K1S 1X1.

**The May Court Club of Ottawa Board of Directors' decision is final**

**Deadline for Application: Received at the May Court Office at the above address by May 25, 2012 no later than 12:00 noon.**

**No application will be received after the posted deadline regardless of the post marked date.**

# THE MAY COURT CLUB OF OTTAWA CENTENNIAL SCHOLARSHIP

## INSTRUCTIONS AND CONDITIONS

1. References from three referees who are in supervisory roles are required detailing the candidate's 1) scholarship potential, 2) work experience and 3) volunteerism and community service, detailing activities and time commitment. The letters of reference must accompany the application. Each letter of reference must be in a sealed envelope with the signature of the referee across the flap. One letter of reference must be from a supervisor of volunteer work detailing activities and time commitment.
2. Official transcripts of all of the candidate's university/college records bearing the official seal of the institution must be either enclosed with the application or received separately no later than *noon May 25, 2012*.
3. The Committee assumes no responsibility for making inquiries beyond the papers submitted. All documentation except transcripts (see #2) must be included in the application package. The Scholarship will be based on academic achievement, volunteerism, future goals and personal qualities. Scholarships are not renewable. The acceptance of the scholarship implies the obligation on the part of the successful candidate to devote himself/herself to study or research as outlined in his/her application. Recipients are required to write a letter of acceptance of the scholarship within two weeks of receiving official notification by mail from the May Court Club of Ottawa. Proof of registration into the proposed program of study must be received before the first scholarship payment is released.
4. Recipients of the May Court Club of Ottawa Centennial Scholarship shall send two reports of their work to the Chair – the first to be submitted before the end of *January, 2013* and the second at the end of their academic year of tenure. The report should be linked to and reflect on the goals outlined in the original letter of intent. Each report is to be accompanied by a statement of progress and quality of the student's work from the professor or other supervisor.
5. The scholarship is payable in two equal installments. The first installment is payable in *September, 2012*. The second installment is payable in *February, 2013* upon receipt by the Chair of the Scholarship Committee of a report of satisfactory progress.
6. The May Court Club of Ottawa should be recognized in the acknowledgments of any publications resulting from work done during the tenure of the award.
7. Applications and supporting papers will not be returned to the applicant and become sole property of the May Court Club of Ottawa. Incomplete applications will be disqualified.  
**If there are no suitable applicants, these scholarships will not be awarded.**

# THE MAY COURT CLUB OF OTTAWA CENTENNIAL SCHOLARSHIP

## APPLICATION FORM

PLEASE PRINT

SURNAME: \_\_\_\_\_ GIVEN NAMES: \_\_\_\_\_

Other name(s) under which documents may be recorded \_\_\_\_\_

Present Address: \_\_\_\_\_  
(City) (Prov.) (Postal Code)

Permanent Address: \_\_\_\_\_  
(City) (Prov.) (Postal Code)

Contact Numbers:  
Telephone #: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ E-Mail: \_\_\_\_\_

### Degree and Field of proposed study or research

University: \_\_\_\_\_ Full-Time (Y/N): \_\_\_\_\_

Date of start of program \_\_\_\_/\_\_\_\_/\_\_\_\_ Estimated date of completion \_\_\_\_/\_\_\_\_/\_\_\_\_  
yy mm dd yy mm dd

### Faculty Advisor/Supervisor (if applicable):

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

Telephone: (\_\_\_\_) \_\_\_\_\_ Position: \_\_\_\_\_ Faculty: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

How did you hear about this Scholarship? \_\_\_\_\_

List all post-secondary degrees/diplomas in chronological order:

Degree	Date	Institution
_____	_____	_____
_____	_____	_____
_____	_____	_____

**APPLICATION DEADLINE: *May 25, 2012 (12:00 NOON)***

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

Date: \_\_\_\_\_

**THE MAY COURT CLUB OF OTTAWA CENTENNIAL SCHOLARSHIP**

**RELEASE FORM**

I, \_\_\_\_\_ give permission to the Chair;  
Centennial Scholarship Committee to contact any/all referees for further  
information.

Signature: \_\_\_\_\_ Date Submitted: \_\_\_/\_\_\_/\_\_\_  
yy mm dd

# **THE MAY COURT CLUB OF OTTAWA CENTENNIAL SCHOLARSHIP**

## **REQUIRED DOCUMENTATION**

### **Letter of Intent**

Should not exceed 500 words, typed or word-processed with the following information included

A description of the short term goals and future plans following completion of the Nurse Practitioner program, and projected application of research or study

Your personal motivation for embarking on such work challenges faced by you as a student and future plans related to achieving Nurse Practitioner accreditation

### **Resumé**

Provide a brief summary of professional work experience, and any experience with teaching, research, publications and other professionally related activities, administration, business, volunteerism and extra-curricular experience.

Letters of reference – three required – see instruction #1 (page 3).

Photocopy of letter of acceptance to program at a university in Ontario.

Photocopy of proof of Canadian citizenship, for example: birth certificate/passport.

Transcripts from university/college to be sent to the Chair, The May Court Club of Ottawa Scholarship Committee, The May Court Club of Ottawa, 114A Cameron Avenue, Ottawa, Ontario K1S 1X1.

Signed release form.