

B.P.T.A. Education Bursaries for Teachers Application

Applicants must be a member of the BPTA at the time of application. The adopted policy is printed on the reverse side.

Name: _____
School: _____
Name of PD Activity: _____
Location of Activity: _____
Date of Activity: _____
Cost of Activity: _____

Tuition/ registration: _____

Other:
(travel, accommodation, etc.) please detail _____

Total Costs: _____

List support received from other sources

BPSD _____

Other (please elaborate) _____

Included with this application are: (Check those that apply)

Certificate of completion _____

Receipt for fee payment _____

Please list previous times that you have received money from this BPTA Bursary Fund

PD Activity	Year	Amount Received
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I certify that my application meets the criteria as printed on the reverse side of this page.

Date

Signature

Education Bursaries for Teachers

The Association budgets \$1200.00 each year to provide education bursaries for teachers who participate in professional development activities to improve classroom skills and knowledge or lead to improved performance of school duties. The bursaries shall be awarded to teachers who have had to pay part or all of the costs of attending the activity.

Bursary distribution is subject to the following conditions:

- ✦ The maximum allowable bursary is \$400.00 per applicant.
- ✦ Priority for distribution of bursary funds will be given to teachers who have not received a bursary in the past.
- ✦ That the bursary be for educational pursuits only.
- ✦ That the bursary be provided for those endeavors not leading to financial gain or an increase in salary classification.
- ✦ That the bursary be provided for courses which are not for credit at an institution. Courses that have been audited will be considered.
- ✦ That the application for assistance must be made by letter to the secretary and president of the association.
- ✦ That the letter of application be received by the president of the local association by October 1st for any activity in which a teacher participated during the previous school year.
- ✦ The letter of application includes the following:
 - A certificate or receipt indicating completion of the activity
 - A statement of financial support received in attending the activity
 - A detailed outline of costs incurred in attending the activity (registration costs, travel expenses, accommodation, meals, etc.)
- ✦ That consideration of the bursary is made at the Association's October meeting.