



GENERAL INFORMATION

Purpose of the scholarships:

Three Manulife scholarships valued at \$12,500 each:

The purpose of this scholarship is to provide financial assistance to engineers returning to university for further study or research in an engineering field. Candidates must be accepted or registered in a full-time program, no later than September 2016, in a faculty of engineering.

Three TD Insurance Meloche Monnex scholarships valued at \$7,500 each:

The purpose of this scholarship is to provide financial assistance to engineers returning to university for further study or research in a field other than engineering. The field of study chosen should favour the acquisition of knowledge pertinent to enhancing the performance of the candidate in the engineering profession. Candidates must be accepted or registered in a full-time program, no later than September 2016, in a faculty other than engineering.

Tenure:

- The scholarship is tenable for the entire academic year following receipt of the scholarship in October 2016, and the candidate must be registered full-time from September 2016 to April or May 2017.
- The university or institution you selected can be located in Canada or abroad.

You are eligible to apply for these scholarships if:

- You are a Canadian citizen or a permanent resident of Canada;
- You are registered as an engineer (P.Eng) / ingénieur (ing.) in good standing with one of the 12 provincial/territorial engineering association. Links to the websites of the 12 licensing bodies can be found here http://www.engineerscanada.ca/e/co_cms.cfm;
- Successful candidates must have renewed their licensing memberships for the entire academic year in order to receive their scholarship in October 2016.
- If you are registered full-time for the entire academic year following receipt of the scholarship in October 2016.

You are NOT eligible to apply for these scholarships if:

- You are an engineer-in-training or a junior engineer at l'Ordre des ingénieurs du Québec;
- You are a post-doctoral fellow;
- You have previously won the scholarship in the category of which you are now applying.

Selection criteria:

- Selection of the scholarship recipient will be based only on the information provided on the application form. Clarity is essential.
- Candidates must show how the degree undertaken fulfills the stated purpose of the scholarship.
- No restrictions will be placed if an applicant holds other grants or awards, or if assistance or income is received from other sources.
- Scholarships will be attributed on the basis of (not necessarily placed in order of importance);
 - Academic achievements (15 %),
 - Area of studies (30 %),
 - Work experience (25 %) and,
 - Potential and motivation (30 %).

Administration of the program:

The scholarship program is administered by Engineers Canada through its Awards Committee.

Note: Applicants may only apply in one scholarship category per year.

How to apply:

- You are encouraged to read the general information carefully, as only **complete** applications will be considered.
- Applications can be submitted in either English or French and Engineers Canada will arrange for translation as required.
- Complete the application in full and sign it. **Note:** Submit only the required documents. Extra documentation will not be provided to the committee.
- All questions must be answered in the space provided.
- Forward the completed application form along with all the required documents to Engineers Canada no later than March 1, 2016.
- **Note:** Applications received after March 1, 2016 will not be considered. However, if March 1 falls on a weekend or holiday, Engineers Canada will consider the next business day as the deadline date.
- See http://www.engineerscanada.ca/e/pr_awards_2.cfm for the application form, check list and templates.

Requirements:

The following documents must accompany your completed and signed application form:

- Proof of your paid-up membership status. For example:
 - A letter from your engineering licensing registrar or
 - A photocopy of your license membership card.
- An outline of your employment experience (this should be completed in the format provided in the application form) and should not exceed one single-spaced page. The outline should include your full-time and part-time positions held (including relevant teaching assistant, lectures, co-op, year(s) of professional experience, summer employment, etc.) and nature of work; period(s) of employment(s); employer(s); responsibilities and accomplishments (define accomplishments and

their relevance to current studies undertaken or to be undertaken). Explain and give dates for any significant delays in your employment activities (e.g. parental leave, bereavement, single parent situations, illness or other circumstances).

- An outline of the program curriculum (*not exceeding one single-spaced page*) outlining how your new field of study will bring synergy to your engineering work. **Note:** This section only needs to be completed if you are applying for the TD Insurance Meloche Monnex scholarship.
- A statement (*not exceeding two single-spaced pages*) to address and demonstrate the following:
 - Your project expected outcomes, objectives and methodology;
 - The impact of your work in terms of wealth creation, job creation, industry growth, and other benefits to society;
 - The relationship between your past experience and future goals.
- A statement outlining your general interests and activities (*not exceeding one single-spaced page*).
- Transcripts of all your academic records (**completed or in process of completion**). Originals of your transcripts are required as much as possible (*if sent directly by the university to Engineers Canada*). If your university is unable to provide Engineers Canada with an original transcript, then you must send a scanned copy (*or a photocopy*) of the transcript, clearly showing that it has been notarized (*or stamped*) by another professional engineer.

Application deadline: March 1, 2016

- The completed and signed application form and your supporting documentation may be submitted electronically or sent by courier and received by Engineers Canada on or before March 1, 2016.
- **Note:** Your transcripts can be attached to your application form or sent directly from the university to Engineers Canada.
- **Note:** Your letters of support may be attached to your application or sent directly to Engineers Canada.
- All applicants will receive an email acknowledgement.

The Awards Committee insists upon strict adherence to the requirements as set above.

Mailing address:

Engineers Canada

c/o Scholarship program
300 – 55 Metcalfe Street
Ottawa, ON K1P 6L5
613-232-2474, ext 237

Review of the scholarship application:

Only one original of your entire application package is required. Do not bind your completed application package. All applications will then be sent to the Awards Committee for their review and rating in early to mid-April 2016.

Selection of the scholarship recipients:

The Awards Committee usually meets in late May or early June to make their selections.

Notification:

All applicants, successful or otherwise, will receive written notification of the Awards Committee's decisions by mid-July.

If you are successful....

- Details of your scholarship will be outlined in the notification letter.
- The awarding and payment of the scholarship is subject to receipt of written confirmation of enrolment from the university where you are attending or will be attending.
- You will be invited to attend the scholarship reception in Ottawa (usually in late September or early October) to accept your scholarship and certificate.