

# Awards Policy

<b>Purpose</b>	To inform the College community of the procedures for disbursements of funds for scholarships and bursaries.
<b>Policy</b>	VCC has established procedures to provide financial awards and non-monetary presentations to students who demonstrate high achievement as well as to those students who have financial need.
<b>Applies to</b>	The College community.
<b>Definitions</b>	<p><b>Awards:</b> awards include scholarships, bursaries, and non-monetary presentations.</p> <p><b>Scholarships:</b> usually monetary awards given in recognition of academic achievement, based on graded course work.</p> <p><b>Bursaries:</b> a financial award made on the basis of need to students who demonstrate satisfactory academic progress.</p>
<b>Procedures</b>	<p><b>Scholarships:</b> In collaboration with VCC Foundation, a donor may stipulate certain eligibility requirements, without contravening the Human Rights Code, such as a minimum grade point average, affiliation with a specific organization and selection procedures.</p> <p>Departments will choose, according to defined criteria, the individuals who will receive awards for department-specific awards.</p> <p>Deans, in consultation with the department heads, will name divisional scholarships awards recipients.</p> <p>An Awards Committee comprised of the Registrar, the Dean of Student Services, the Executive Director of the VCC Foundation, the Supervisor of Financial Aid-and a student</p>

selected by the Student Union will determine procedures. The committee may be supported by the Assistant to the Dean of Student Services.

Where appropriate and not otherwise specified, the Dean of Student Services and the Supervisor of Financial Aid will determine the recipients of College-Wide awards as per the award criteria.

The VCC Foundation will determine which scholarships will be awarded at the Spring and/or Fall Awards ceremonies.

**Bursaries:**

VCC Foundation will normally receive donations for bursaries.

A donor may stipulate certain eligibility requirements, without contravening the Human Rights Code, e.g. minimum grade point average, affiliation with a specific organization, and selection procedures.

The Financial Aid Office will publicize the availability of bursaries and application procedures.

The Financial Aid Office will receive and process bursary applications from students at Vancouver Community College.

The fund will be administered by the Financial Aid Office under the direction of the Dean of Student Services. Bursaries will be disbursed at the discretion of the Financial Aid Office.

The Financial Aid Office will recommend the amount of each Bursary in order to utilize existing bursary funds most equitably amongst the College population.

**1. Policy Sponsor** Dean of Student Services

**2. Approvals:**

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

Education Council Chair \_\_\_\_\_ Date: \_\_\_\_\_

Operations Council Chair \_\_\_\_\_ Date: \_\_\_\_\_

Board Chair \_\_\_\_\_ Date: \_\_\_\_\_

**3. Amendments**

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

Education Council Chair \_\_\_\_\_ Date: \_\_\_\_\_

Operations Council Chair \_\_\_\_\_ Date: \_\_\_\_\_

Board Chair \_\_\_\_\_ Date: \_\_\_\_\_

**4. Review Date**