



OBJECTIVE

To encourage teachers who hold a Nova Scotia teacher's certificate to pursue linguistic or pedagogical courses in French at a Canadian institution.

VALUE

The maximum annual amount per teacher in any given year (September 1 to August 31) is \$1500.

There are two ways in which the French Teacher Bursary may be granted.

1. In the case where participants live on campus for the duration of the course, the maximum amount of the bursary is \$300 per week (limited to expenses for tuition, lodging, and meals).
2. For off-campus students, the amount of the bursary will be equivalent to the tuition cost of the approved 3 credit course up to a maximum of \$750.

Please remember that not all eligible applicants will receive a bursary.

ELIGIBILITY CRITERIA

1. All candidates must be either Canadian citizens or permanent residents and must be residing in Nova Scotia.
2. All candidates must have a valid Nova Scotia teacher's certificate and be employed by or actively seeking employment with a Nova Scotian public school board.
3. Courses for which the bursary is granted must be in French and must be at least two weeks in duration.
4. Courses must either be pedagogical in nature or immersion courses designed to improve French fluency.
5. Courses must either be taken at Université Sainte-Anne or be at a master's level (in French) at a Canadian institution to be eligible for the bursary.

DEADLINES

Applications must be postmarked no later than October 15, 2015 for 2015–16 fall, winter, or spring courses, and no later than April 30, 2016 for 2016 summer courses.

Send your completed application form and accompanying documents to:

Provincial Coordinator
 Official Language Programs
 Department of Education and
 Early Childhood Development
 PO Box 578
 Halifax, NS B3J 2S9

SELECTION CRITERIA

Feedback regarding the eligibility of applicants will be sought from French language consultants/co-ordinators in the applicable school board.

Applicants will be advised in writing 4–6 weeks after the application deadline whether or not they have been awarded a bursary.

REQUIRED DOCUMENTS

1. Please submit the attached application form along with photocopies of the following:

- valid Nova Scotia teacher's certificate
- proof of citizenship or permanent residence (e.g., birth certificate, passport, citizenship card, or permanent residency card)
- social insurance card
- course description

If you select "I am preparing to teach French or in French" on the application form, include transcripts of university-level French courses completed to date.

Incomplete applications will not be processed.

2. To receive payment, please submit your transcript with the university's seal and the original copy of the appropriate receipts within four weeks following completion of the course. If the required documentation is not received within the four week period, expenses submitted may not be reimbursed.

CONDITIONS

1. Any changes to the approved course must be reported to the Department of Education immediately to ensure continued eligibility for the bursary. Failure to do so may result in the loss of the bursary.
2. All approved courses must be successfully completed in order to receive reimbursement.

APPLICATION FORM

Please write legibly.

Surname: _____

Name: _____

Title: Mr. Ms. Mrs. Miss

Social Insurance Number: _____ Date of birth: _____

Permanent address: _____

City: _____ Province: _____ Postal code: _____

Telephone: _____ E-mail: _____

 Canadian citizen Permanent resident

Teacher's professional number: _____

Teacher's certificate level: _____

School at which I am teaching this year: _____

School at which I will be teaching next year: _____

Employer (school board): _____

The selected course is for reclassification purposes: yes no**Present status:**

- I teach in a French First Language school.
- I am a French Second Language teacher.
- I am preparing to teach French or in French. (If so, please provide transcripts of university-level French courses completed to date.)
- I am a substitute teacher.

Institution I will attend: _____

Course title: _____

Duration of course: _____

 2015–16 fall, winter, or spring session 2016 summer session

Hours required for the course: _____ Credits: _____

Reasons for taking the course: _____

Amount requested: _____

Have you requested, or will you be requesting, funding for this course elsewhere? yes no**If yes, from whom? How much?** _____

Remember to include the following documentation with your application form:

- Photocopy of Nova Scotia teacher's certificate
- Photocopy of social insurance card
- Photocopy of proof of citizenship or permanent residence (e.g., birth certificate, passport, citizenship card, or permanent residency card)
- Photocopy of course description

APPLICANT'S DECLARATION

I hereby apply for a bursary and declare that all information given is complete and true, that I have answered all questions applicable to me on this form, and that I am a certified teacher with the Province of Nova Scotia. I understand that my application is subject to verification and I hereby authorize the institution I will be attending to release to the Department of Education and Early Childhood Development, upon request, information concerning my enrolment in the course(s) for which I have requested a bursary.

Signature: _____ Date: _____

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Notes:

1. Please remember that not all eligible applicants will receive a bursary.
2. At this time teacher bursaries may or may not constitute taxable income under the Income Tax Act of Canada. Where applicable, the Nova Scotia Department of Finance will issue documentation for tax purposes. Please refer to the Canada Revenue Agency website for more information.