

**Important:  
Please Read**



**NATIONAL ABORIGINAL ACHIEVEMENT FOUNDATION  
BURSARY APPLICATION FOR BUSINESS, SCIENCE AND GENERAL EDUCATION  
2005 - 2006**

The NATIONAL ABORIGINAL ACHIEVEMENT FOUNDATION (NAAF) is a nationally registered charity with a mandate to provide financial assistance to Aboriginal individuals who are pursuing post-secondary education and professional development. Bursaries are made possible by the generous support of a growing list of enlightened corporate partners who are currently working with NAAF in delivering bursary assistance. One fully completed application will qualify you for financial consideration. NAAF will link successful applicants with the appropriate corporate sponsor. If you are a successful candidate for assistance and you are an heir to an Aboriginal veteran, your award may come from the Aboriginal Veterans Scholarship Trust (AVST).

**The deadline for applying to this program is June 1. Applications must be post-marked (in the mail) by June 1<sup>st</sup>. Applications that that are post-marked after June 1 will be returned.**

You are eligible to apply for financial assistance if you are:

- ✓ A Canadian resident Aboriginal individual who is either First Nation status or non-status, Métis or Inuit;
- ✓ Enrolled in a program of full-time post-secondary study – that is not less than two academic years – at an accredited university, technical college or CEGEP and pursuing a certificate, diploma or degree.
- ✓ Studying in the fields of business, science, law, engineering, information technology, technical studies, education, social work and the social sciences. Priority will be given to students in the business and sciences curricula;

Financial assistance is not provided for:

- Seminars, workshops and other short-term study;
- Research travel or other informal self-study undertakings;
- Undergraduate studies outside of Canada;
- Fine Arts studies (Fine Arts program deadlines are March 31 and September 30)
- Health Sciences studies (students who are enrolled in health sciences are required to apply to the Aboriginal Health Careers Bursary and Scholarship program. The deadline is May 1.)

**A fully completed application includes:**

1. one current NAAF application form and statement of financial need (budget) fully completed and signed;
2. proof of Aboriginal ancestry – photocopy of Band/Treaty card; Métis membership card; Inuit Beneficiary card. Non-status First Nation students may send a photocopy of the Band/Treaty card of a parent/grandparent who is a band/treaty member;
3. most recent grade transcript followed by Official Grade Transcript when it is released by the university/college (no awards will be released without an Official Grade Transcript);
4. two assessment reports completed and placed in sealed envelopes;
5. a 750 word letter of personal introduction to the jury (approximately 3 double-spaced or 2 single spaced pages). This letter should address the following topics (please place each topic under a separate heading): 1) **Living Connection** - a description of your involvement in and connection to the Aboriginal community; 2) **Career** - The reasons for choosing the field of study and how you feel your education will enable you to contribute to your community. You may include any circumstances that you feel will warrant special consideration by the jury;
6. a resume or CV;
7. a recent photograph (head and shoulders) that can be used on NAAF's website or in its scholarship brochure or other advertising;
8. confirmation of admission into program, OR, proof of continuing enrollment in program;
9. a financial accounting (in the form of a report, along with receipts or copies of receipts) of how you used an award you may have received the previous year.

NAAF conducts telephone interviews are for the purpose of clarifying the financial circumstances of the applicant. Applications that are complete and include all required supporting documents are reviewed by a jury of Aboriginal professionals and educators in fields that are relevant to the program that is being reviewed. Fair geographical representation and Aboriginal affiliation representation is considered when inviting jurors to the process. Jury composition is altered for every review. Jurors base their decisions on the content of the application and on the notes from the telephone interview that is part of the application process.

PLEASE NOTE: NAAF's bursary programs are experiencing the pressure of growing demand; increasing numbers of students are applying and increasing amounts are requested. Last year, while two thirds of those who applied received some measure of assistance, less than 20% received the full amount of their stated need. Therefore, it is both necessary and wise to explore all other resources for financing either concurrent with or before applying to NAAF and it is essential to have other sources of financing lined up to complement any award received from NAAF.

When completing the statement of financial need (budget), please consider the following:

**Under Expenses –**

- the jury will look at the individual items within the budget and determine if they are in accord with accepted norms. As an example, rents vary widely from city to small town, province to province and the jury takes this into account when reviewing costs;
- the budget should cover **only the months that you are in school**.
- If you are sharing a dwelling with someone who is not a dependant, do not include the costs for the second person;
- Loan or credit card payments or payments on major purchases such as cars should be included in the budget in the space provided, and a brief explanation of the reason the debt was incurred should also be included. The jury will exercise its discretion in determining whether these expenses are reasonable in calculating the overall shortfall;
- Include a breakdown of course material costs if they exceed \$1,000.

**Under Income –**

- If you are eligible for band funding, territorial funding or any assistance from your Métis association, you are required to apply for it. If you are eligible for this funding, have applied for it and will not be receiving it, NAAF will require a letter from the appropriate source that confirms that decision;
- If you have children and are claiming child care expenses, it will be necessary to include the Child Tax Benefit under income;
- NAAF encourages and expects that all students will make a personal financial contribution to the costs of their education. This may come from a part-time job, summer employment or a student loan;
- Your budget must include a projection of income. Budgets that list only expenses without a projection of income will be deemed incomplete and will not be presented to the jury.

If you have questions or concerns about your budget, you are encouraged to call the Education Department of NAAF at 1-800-329-9780 for assistance.

Juries use the following criteria when adjudicating applications:

- ✓ academic merit as seen in the official grade transcripts;
- ✓ financial need combined with a willingness to contribute to the over-all costs of one's education;
- ✓ suitability and commitment to the proposed field as confirmed by the assessment reports;
- ✓ a living connection to one's individual Aboriginal community;

NAAF convenes two juries to review the applications in the Business, Science and General Education program. Jury reviews are held in late July and early August. Successful applicants are first linked with appropriate corporate sponsors; these sponsors are identified in the congratulatory letter – accompanying the award – that is sent to the student. NAAF strongly encourages all successful applicants to acknowledge their awards by writing to the corporate sponsor named in the letter they receive. All applicants – whether successful or not – receive a notification of the jury decision in respect of their individual application. NAAF aims to send out these letters no later than August 31. The volume of applications received and the personal interviews that NAAF conducts results in a lengthier overall process.

All awards and recipients are a matter of public record and are published on NAAF's website at [www.naaf.ca](http://www.naaf.ca). Photos received may be published on our website, in our brochure or in our corporate communications. Students whose letters contain thoughts that may inspire other students are frequently selected - with appropriate credit given - for NAAF's brochure. In addition, the sponsor of your award may choose to publish your name and photo as well as acknowledge and congratulate your scholastic achievements publicly. Accordingly, NAAF provides recipient contact information to the relevant sponsor and, when requested, provides student resumes for summer employment consideration.

**If you receive an award, you will be responsible for submitting:**

- a financial accounting of your award which should include photocopies of receipts for books, course materials, tuition or other receipts that are directly related to education costs;
- final grade transcripts that cover the semesters for which you requested assistance;

This report is due no later than one month after studies end OR in the event that you are applying for the next year of study, it may be included with your application. Please keep a copy of your report and be prepared to produce it, if requested. Only those students who have submitted a report within the allowable time will be eligible for consideration in any given year. If you have received an award in the past but did not submit a financial accounting within the allowable time period you will not be eligible for an award in the current year, but, if a report is submitted, you will become eligible for consideration in the year following the submission of the late report.

Bursarys are deemed as income by the Canada Customs and Revenue Agency and must be reported as such. You will receive a T4A form from NAAF in February 2006 in respect of any bursary award you receive.

Please send application packages by mail or courier. The preferred method is one that requires a signature at the receiving end. Send to:

**National Aboriginal Achievement Foundation**  
70 Yorkville Avenue, Suite 33A, Toronto, Ontario, M5R 1B9  
You may otherwise contact NAAF via:  
Tel: 416-926-0775 Toll Free: 1-800-329-9780 Fax: 416-926-7554  
E-mail : Lorre Jensen at [lorre\\_jensen@naaf.ca](mailto:lorre_jensen@naaf.ca) OR Jill James at [jjames@naaf.ca](mailto:jjames@naaf.ca)  
Website: [www.naaf.ca](http://www.naaf.ca)

# NATIONAL ABORIGINAL ACHIEVEMENT FOUNDATION

Bursary Application for Academic Year 2005-2006

Business, Science and General Education

**The Deadline for this Application is JUNE 1, 2005. Applications post-marked after June 1 will be returned.**

Family Name	Given Name(s)	S.I.N.	Date of Birth (dd/mm/yy)	Male <input type="checkbox"/> Female <input type="checkbox"/>
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Address While in School:	Permanent Mailing Address
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City	Province	Postal Code	Telephone	City	Province	Postal Code	Telephone
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Address you would like us to use: SCHOOL _____ PERMANENT _____	E-mail Address	Marital Status Single: <input type="checkbox"/> Married: <input type="checkbox"/> Common Law: <input type="checkbox"/>	# of Dependants	Dependants Age(s)
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How much financial assistance have you received from NAAF in the past?

2000 \$ \_\_\_\_\_ 2001 \$ \_\_\_\_\_ 2002 \$ \_\_\_\_\_ 2003 \$ \_\_\_\_\_ 2004 \$ \_\_\_\_\_

(If you received assistance last year, have you remembered to submit a financial accounting of that award? If not, your application for this year will not be considered)

**Education:**

Which institution do you plan to attend this fall?	Has your admission been confirmed? Yes <input type="checkbox"/> No <input type="checkbox"/>	What Year of Study will you be enrolled in? 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
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What is the length of your program (in years)? 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>	What degree or diploma will you graduate with?	When will you complete the program?
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Start date for the 2005-2006 academic year (dd/mm/yy)	Finish date for the 2005-2006 academic year (dd/mm/yy)	Upon completion of your studies, what is your desired occupation?
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Please list the last three schools, colleges, or universities that you have attended.

Period of Study		Institution		
dd/mm/yy	dd/mm/yy	Name of Institution	Program	Degree Granted (if any)
From	To			

My most recent grade average is \_\_\_\_\_ out of a possible \_\_\_\_\_ OFFICIAL GRADE TRANSCRIPT IS MANDATORY

**Aboriginal Heritage**

Are you related to an Aboriginal Veteran? Yes <input type="checkbox"/> No <input type="checkbox"/>	Please state name of Veteran and your relationship
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Aboriginal Ancestry: First Nation Status <input type="checkbox"/> Non-Status <input type="checkbox"/> Métis <input type="checkbox"/> Inuit <input type="checkbox"/>	Native Affiliation: e.g. Cree, Ojibway, etc. Name of Reserve (if applicable) Province Membership # Name of Métis Association (if applicable) Province Membership # Name of Territorial Registration (if applicable) Membership #
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**Declaration:** I have read and fully understand the guidelines that govern the application and jury process, and I have provided answers to **all** questions which apply to me. I certify that all information contained on this form is truthful. I understand that any false statements intentionally given on this application or in the telephone interview will disqualify my application. If I have not done so previously, I am attaching a financial accounting of any award I received last year from NAAF. I hereby consent and NAAF is authorized to release my contact information to NAAF's corporate sponsors (including name, telephone number, e-mail, and mailing address), so that they may contact me personally.

Signed \_\_\_\_\_ Date \_\_\_\_\_

# **BUDGET OUTLINE**

Please provide the following summary for the period from the current year start date to the current year end date.

Married and common-law students should indicate their total family income (after tax and other compulsory deductions) and total family expenses.

## **Financial Resources/Income**

Income Source	Monthly	Total Amount
Savings you will have as of September		
Income from part-time work (after tax)		
Spouse's Income (after tax)		
Student loan, line of credit or other government student aid		
Child tax credit / GST rebates / orphan's benefits		
Parental support / support payments		
Other Bursaries or Scholarships		
Band/Community funding for Tuition, Books, and course materials		
Band/Community funding for living expenses		
Total Income		

## **Estimated Expenses**

Expense Type	Monthly	Total Amount
Tuition/Training cost		
Course material costs:		
> Books _____		
> Equipment _____		
> Supplies _____		
> Other (please specify) _____		
Rent		
Utilities		
Food		
Telephone		
Transportation:		
Bus Pass _____		
Gas _____		
Insurance _____		
Toiletries/personal care/Laundry		
Childcare		
Cable TV / entertainment / recreation		
Clothing		
Debt Payments (please specify on next page)		
Miscellaneous (please specify)		
Total Expenses		

## **Family Information**

To be completed by all students who have not been out of secondary school for more than seven years, and by all married or common law students. Traditionally students are assisted by their parents/family in pursuing their post-secondary studies. This may be in the form of direct financial or non-monetary aid such as room and board. If you are receiving no or minimal financial assistance (ie. less than 10% of budgeted need) or other help from your family please explain why this is the case. If there are additional details that you wish or are requested to provide, please use the "Additional Information" space provided. It is important that a full explanation of your financial circumstances be available to the jury.

### **Gross Annual income**

Father/Guardian/Spouse (circle one)      \$ \_\_\_\_\_

Mother /Guardian/Spouse (circle one)      \$ \_\_\_\_\_

Number of Dependants in Family \_\_\_\_\_      Number attending University \_\_\_\_\_

If there are any special circumstances that limit the support provided by your family, please provide details under "Additional Information".

### **Employment / Other Income**

#### **Summer**

Total Anticipated Summer Earnings      \$ \_\_\_\_\_

If you were not employed, or were unable to save a reasonable portion of your earnings, please provide details under "Additional Information"

School Year	Amount	Source
Scholarship, award, prize, etc	\$ _____	_____
Bursary, grant	\$ _____	_____
Teaching/Research Assistantship	\$ _____	_____
Fellowship	\$ _____	_____
All other income	\$ _____	_____

Are you working part-time during the academic year?      Yes       No

**Government Assistance** (Provincial Student Loans, Canada Student Loans, or other government assistance)

Have you applied for assistance for the upcoming year?      Yes       No

Do you plan to apply for assistance for the upcoming year?      Yes       No

### **Motor Vehicle**

Do you own a motor vehicle?      Yes       No

If yes, please indicate model and year and explain its necessity under "Additional Information"

### **Prior Student Loans**

What is the total amount of all governmental student loans that you have outstanding? (not including the upcoming academic year)

\$ \_\_\_\_\_

**BUDGET OUTLINE (continued)**

Type of Payment (Credit Card, Personal Loan, etc.)	Amount of Payment (Monthly)	Total amount owed while in school (monthly payment x #of months in school)	Reason for Payment (eg. Loan for car, money used towards education, etc.)

Based on the information provided on the previous page your calculated need is:

$$\frac{\quad}{\text{(Total expenses)}} - \frac{\quad}{\text{(Total resources)}} = \frac{\quad}{\text{(Total shortfall)}}$$

**Additional Information**

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**Declaration**

By signing below, I affirm that the information provided through this application, to the best of my knowledge, is full and complete. I understand that any false statements intentionally given on this application or in the telephone interview will disqualify my application.

Signed \_\_\_\_\_

Date \_\_\_\_\_

## ASSESSMENT FORM

An important part of our jury decision making process is to have an objective assessment of the student's academic/work abilities. While we would strongly prefer that these forms be filled out by a faculty member, we are willing to make exceptions in certain limited circumstances. 1) If you have been away from school for a period of a year or more, please have an employer or supervisor who is familiar with your work fill out these forms. 2) If the upcoming year will be your first year of post secondary education, have these forms filled out by your high school teachers/principal. 3) If you have just completed your first year of post-secondary but do not feel that there are any faculty members who could provide a meaningful assessment of your work, you can have it completed by an employer or supervisor who is familiar with your work. NOTE: NAAF encourages students to establish stronger links and to build relationships with their faculty and advisors, as this is an important aspect of the post secondary education experience. As such, if you have completed two years or more of post-secondary education, it is expected that you will submit assessments that have been completed only by faculty who are familiar with your work.

<b>IDENTIFICATION</b>	
<b>Student</b> Last Name:	First Name:
<b>Assessor</b> Last Name:	First Name:
Work Address	The Assessor has known the applicant for how long?
Relationship to the Applicant  <input type="checkbox"/> Employer <input type="checkbox"/> Professor <input type="checkbox"/> Other (please specify)	

Please fill out the chart below based on your best assessment of the candidate's abilities

	Outstanding			Above Average		Average	Below Average	Unable to Judge
	<i>upper 2%</i>	<i>upper 5%</i>	<i>upper 10%</i>	<i>upper 20%</i>	<i>upper 30%</i>	<i>upper 50%</i>	<i>lower 50%</i>	
Academic Preparedness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral Communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written Communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capacity for Independent Thinking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Industry and Reliability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative and Seriousness of Purpose	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual Capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Problem Solving Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpersonal Skills and Strengths	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall evaluation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please expand on the student's abilities by answering the questions below in the space provided. Please **do not** attach additional sheets.

### **ACADEMIC/WORK PERFORMANCE**

To what extent are you aware of the applicant's **academic/work performance**?

Please comment on the applicant's **potential to succeed** in the chosen program of study in light of his or her past academic performance and/or work experience.

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**MOTIVATION AND MATURITY**

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Please indicate, in your opinion, if the applicant possesses the necessary **work ethic**, **perseverance** and **dedication** to their studies to succeed in their chosen program.

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**PERSONAL ATTRIBUTES**

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Please describe any **personal attributes** of the applicant that may enhance his or her ability to succeed in their chosen program.

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Please describe any **personal factors** that may hinder the applicant's ability to succeed in their chosen program.

Please attach a business card here or fill out the information below.

Name of Assessor (Please Print/Type):

Institution:

Position and Department:

Address:

Telephone: (      )

Fax: (      )

E-mail address:

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Signature of Assessor

Date

Please return this completed form to the student in a sealed envelope so that they can include it with their application. Students must have their applications post-marked (in the mail) by June 1<sup>st</sup>.

If you have any questions feel free to contact NAAF's Education Department (toll-free) at: 1-800-329-9780

## ASSESSMENT FORM

An important part of our jury decision making process is to have an objective assessment of the student's academic/work abilities. While we would strongly prefer that these forms be filled out by a faculty member, we are willing to make exceptions in certain limited circumstances. 1) If you have been away from school for a period of a year or more, please have an employer or supervisor who is familiar with your work fill out these forms. 2) If the upcoming year will be your first year of post secondary education, have these forms filled out by your high school teachers/principal. 3) If you have just completed your first year of post-secondary but do not feel that there are any faculty members who could provide a meaningful assessment of your work, you can have it completed by an employer or supervisor who is familiar with your work. NOTE: NAAF encourages students to establish stronger links and to build relationships with their faculty and advisors, as this is an important aspect of the post secondary education experience. As such, if you have completed two years or more of post-secondary education, it is expected that you will submit assessments that have been completed only by faculty who are familiar with your work.

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<b>Student</b> Last Name:	First Name:
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Work Address	The Assessor has known the applicant for how long?
Relationship to the Applicant  <input type="checkbox"/> Employer <input type="checkbox"/> Professor <input type="checkbox"/> Other (please specify)	

Please fill out the chart below based on your best assessment of the candidate's abilities

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Overall evaluation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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To what extent are you aware of the applicant's **academic/work performance**?

Please comment on the applicant's **potential to succeed** in the chosen program of study in light of his or her past academic performance and/or work experience.



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**MOTIVATION AND MATURITY**

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**PERSONAL ATTRIBUTES**

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Please describe any **personal factors** that may hinder the applicant's ability to succeed in their chosen program.

Please attach a business card here or fill out the information below.

Name of Assessor (Please Print/Type):

Institution:

Position and Department:

Address:

Telephone: (     )

Fax: (     )

E-mail address:

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Signature of Assessor

Date

Please return this completed form to the student in a sealed envelope so that they can include it with their application. Students must have their applications post-marked (in the mail) by June 1<sup>st</sup>.

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