

TEACHER BURSARY

OFFICIAL MINORITY LANGUAGE TEACHER AWARDS 2006

Federal-Provincial Program for
Official Languages in Education

Canada

Manitoba 

For simplicity and ease of reading, the generic masculine has been used throughout the text.

Aim

This program is funded by the Official Languages in Education Program of the Government of Canada and Manitoba Education, Citizenship and Youth. Its aim is to encourage teachers (or prospective teachers) of French as well as those teaching in French to improve their language and pedagogical skills **between April 1st and August 31st** at an accredited post-secondary institution in Canada.

Eligibility

An applicant must:

1. be a Canadian citizen or a landed immigrant;
2. be a Manitoba resident;
3. hold a valid Manitoba teacher's certificate;
4. teach in French in an immersion program or Francophone school or teach Basic French, or be designated by his school division as a potential teacher of or in French (substitute teachers may also be designated by a school division), or Faculty of Education graduates, or be a coordinator, consultant, librarian, or member of the administrative personnel involved in Basic French, an immersion program or a Francophone school;
5. be registered full-time for one of the following courses approved by the minister, **of at least 2 weeks duration between April 1st and August 31st** at an accredited post-secondary institution in Canada:
 - a) an out-of-province French Immersion Program;
 - b) a credit course offered in French at a bilingual or Francophone institution;
 - c) a pedagogical course offered by ACELF.

Amount of Bursary

Bursary recipients will receive \$300 per week to a maximum of \$1,200 for an out-of-province course to improve French as a second language and \$1,000 for the summer course offered by ACELF, after submitting proof of participation.

Bursary recipients enrolled at the *Collège universitaire de Saint-Boniface* will be reimbursed for the cost of tuition.

The minister may cancel or reduce, or require repayment of all or part of any bursary, on discovery of misrepresentation or error in the application or other information leading to the provision of the bursary or other grounds that the minister considers sufficient.

Application Procedure

1. Complete all sections of the application form.
2. Your school principal must verify the information and sign section 2E "Work and Education History".

3. Submit **photocopies** of the following:

- a) proof of citizenship, i.e. a valid Canadian passport, birth certificate or proof of landed immigrant (permanent resident) status;
- b) your Social Insurance Card or some other document proving that you have a Social Insurance Number;
- c) your acceptance letter from the institution* (for out-of-province courses);
- d) your Manitoba teacher's certificate;
- e) a course description (for provincial authority approval).

* If you have not yet received your acceptance letter, please indicate this in section 3D, and submit your application form without it. Your application will be considered; however, you must send a photocopy of the letter **as soon as you receive it** in order to complete your dossier.

Submit application and required documents by mail or fax to:

OFFICIAL LANGUAGES PROGRAMS

Bureau de l'éducation française
509-1181 Portage Avenue
Winnipeg MB R3G 0T3
Fax : 945-1625

Deadline: April 30, 2006

Registrar Form

Applicants will receive a form to be completed by the Registrar, which will enable the institution to confirm that they have completed the course. The Registrar Form must be returned **immediately following completion of the course**.

Distribution of the Bursaries

The bursaries will be granted based on the funding allocated to each school division. If the requests exceed the funds allocated, the school division will then have to prioritize them. In addition, a small amount of funding is reserved for teachers without a permanent position and bursaries in that category will be granted on a first come, first served basis. All applications received after the deadline will be placed on a waiting list in the order they were received and will be considered only after all applications have been processed and only if there are funds remaining.

Payment of the Bursary

Applicants will be notified by mail of the decision and amount awarded with respect to their application. Cheques will be issued to individuals meeting the eligibility requirements provided that our office has received the completed "Verification by the Registrar" form. Bursary cheques are generally issued at the end of August. **All bursaries are considered taxable income.**

Please note that any changes in your program of study must be reported **immediately** to the Coordinator of Official Languages Programs at the Bureau de l'éducation française.

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1. PERSONAL DATA

Surname		Social Insurance Number (attach proof)	
Given Names		Sex <input type="radio"/> Male <input type="radio"/> Female	First Language <input type="radio"/> English <input type="radio"/> French
Permanent Mailing Address (<i>number and street</i>)		Citizenship (attach proof) <input type="radio"/> Canadian Citizen <input type="radio"/> Landed Immigrant	
City, Town or Post Office	Province	Postal Code	Telephone Number
E-mail address		In which language do you prefer to receive future communication? <input type="radio"/> English <input type="radio"/> French	

2. WORK AND EDUCATION HISTORY

A. I graduated in _____ from _____ Province _____
year name of institution
 Degree _____

B. Employed (name of school) _____ Telephone number _____
 School Division _____ Province _____

C. Do you teach or will you be teaching:
 in French in a French School? in a French Immersion School?
 Basic French? other - please specify _____

D. Are you a substitute teacher? yes no
(If you answered "yes", the signature of the principal is not required in section E.)

E. I certify that the above information is correct.

 Signature of Principal Name (please print) Date

3. COURSE INFORMATION

A. During the spring or summer of 2006, I will be enrolled at: _____
name of institution

B. Type of course
 French Immersion program (out-of-province) ACELF
 Credit course - course number and name _____
 other - please specify _____

C. Period of studies
 from:

yy	mm	dd		

 to:

yy	mm	dd		

 Number of weeks _____

D. Have you applied? yes no Have you been accepted? yes no

4. DECLARATION

I declare that all information given above is complete and true in every respect, and that I have answered all questions applicable to me. Should there be any **changes in my program of study**, I will notify the proper authorities **immediately** at Bureau de l'éducation française.

Signature _____ Date _____