

CPVAF (Calgary Performing and Visual Arts Foundation) Bursary Application Package:

Includes:

Application Information and Form

Confidentiality Agreement to be signed by parents



STUDENT FINANCIAL AID PROGRAM

New York Student Educational Trip 2025 Bursary Application

The New York Student Educational Trip 2025 Bursary (“NYC Bursary”) is a non-repayable award granted to full-time students who:

- Are enrolled and actively participating in the Performing and Visual Arts (PVA) Program at Central Memorial High School, and
- Are progressing satisfactorily in all courses*, and
- Have submitted a complete student bursary application form, and
- Have demonstrated their need for financial assistance to attend the New York Student Educational Trip**, and
- Have demonstrated (by way of written reflection) how the New York Student Educational Trip will benefit their growth as an artist.

*Satisfactory progress is indicated by a grade average of 65% on the student’s Grade 11 most recent report card. Students with less than a 65% average may request an exception by providing a letter of reference from a guidance councillor and provide supplemental student readiness materials as requested.

**With limited bursary funds available, funding priority will be given to those students who demonstrate they have exhausted all other sources of financial assistance as part of their planning.

Receiving a bursary does not guarantee a place on the trip. Student participation is contingent upon CMHS and CBE approval. If you are unable to attend the trip for any reason funds awarded remain with CPVAF.

Adjudication of Bursaries

The number and value of bursaries awarded are dependent on the number of applications received, the total value of financial assistance requested from CPVAF, and total available funds.

The NYC Bursary Subcommittee of the Calgary Performing & Visual Arts Foundation (CPVAF) will evaluate all bursary applications fairly, impartially, and confidentially. The Subcommittee is comprised of alumni parents representing several PVA disciplines, bound by the conditions of a confidentiality agreement. Bursary application forms are kept in strict confidence and destroyed by the Subcommittee upon completion of the evaluation process.

For the NYC Bursary program to remain confidential, CPVAF requires recipients and their families not to disclose they have been awarded a bursary and/or the details of the bursary.

The NYC Bursary Subcommittee will contact applicants by phone to inform them of the outcome of their application by Sunday, May 26, 2024. Those offered a bursary must indicate acceptance of the offer by 8:00 pm, Wednesday, May 29, 2024.

As with all PVA students planning to attend the New York Trip, a signed Parent Letter to Acknowledge Financial Commitment will be required by the end of day , 3:30 pm, Friday June 7th. The bursary will be applied to trip payments due on one or more of the following dates: September 15, November 1, and December 1, 2024. **Note:** the family portion of the payment must be paid in full and on time.

Application Submittal Requirements

- Submit your application to the **Main Office** at Central Memorial by **2:00 pm, Friday April 26th 2024, in a sealed envelope labelled "Private and Confidential, Calgary Performing and Visual Arts Foundation, New York Student Educational Trip Bursary Application"**. Your application will be delivered in confidence to the NYC Bursary Subcommittee.
- **No applications will be accepted after this deadline.**
- Please **do not** hand in your application form to PVA teachers or staff.
- Please ensure:
 - Your **current contact information** (address including postal code, phone number, and email address) is provided.
 - The **financial information** section is accurately completed, and a copy of the latest **CRA Notice of Assessment(s)** for the parents/guardians are enclosed.
 - the **Parent Comments** and **Student Reflection** sections are thoughtfully completed and submitted with the application.
 - A copy of the **student's latest report card** is enclosed.

If you have any questions about the bursary application or process, please contact NYC Bursary Subcommittee Chair, Kathy: cpvafbursary@gmail.com



New York Student Educational Trip Bursary Application

For Completion by Parent

Student Name: _____ Parent Name: _____

Parent Phone Number: _____ Email: _____

FINANCIAL SUMMARY

The following information is to be completed in full. The definition of “Family” includes parent(s), stepparent(s), and legal guardian(s). Copies of all Canada Revenue Agency’s Notices must be provided for the most recent tax year. If there has been a change in circumstances since the most recent taxation year which affects this application, please provide written notice of this change, and attach any supporting documents (i.e., pay stubs). Failure to provide these documents will result in disqualification. The NYC Bursary Subcommittee will keep all documents in strict confidence.

INCOME TAX NOTICE OF ASSESSMENT MUST BE ATTACHED FOR EACH PARENT/GUARDIAN AND STUDENT

Family Net Income on the CRA Notice of Assessment(s)	\$
Student Net Income on the CRA Notice of Assessment (if applicable)	
If Shared Custody of the student, second supporting person’s Family Net Income on the CRA Notice of Assessment	\$
Number of family members supported by the income above	
Amount family can contribute	\$
Amount student will contribute	\$
Trip Cost*	\$3925.00
Shortfall (Bursary Amount Requested)	\$

*Approximate expected trip expenditure excluding spending and lunch money.

Attach to Application Form: CRA Notice of Assessment

Parent Confidentiality Agreement:

**CALGARY PERFORMING AND VISUAL ARTS FOUNDATION
CONFIDENTIALITY AGREEMENT
– FAMILY RECIPIENT**

During the course of the Grade 12 School Year at Central Memorial High School, we (names of student and parent(s) _____), the recipients of a Bursary from the Calgary Performing and Visual Arts Foundation, acknowledge and understand that we will have access to confidential information, including but not limited to, information regarding the amount of said Bursary.

Unless we have the prior written consent of the Foundation, we agree to hold secret and confidential any information gained which is not in the public domain. We also understand that these confidentiality provisions are binding indefinitely and shall survive the term of this contract.

Dated this _____ day of _____, 20____ in the City of Calgary in the Province of Alberta

Student Signature _____

Parent Signature(s) _____

Please sign and return to the Bursary Committee: cpvafbursary@gmail.com