

**2022-2023 Undergraduate Scholarship Program**

**Work/study balance and** **involvement in social and extracurricular activities**

**Work/study balance**: Applicants must specify:

* the type(s) of work;
* the number of hours worked (per year), as well as the period concerned.

\* Work/study balance (entrepreneurial work (students running their own business) may be considered with or without work/study balance).

The following is **not considered** work/study balance:

* summer accounting internships or CO-OP internships (for university credits);
* full-time or part-time jobs (if the applicant is/was not studying at the same time).

**Involvement in social and extracurricular activities**: Applicants must fill out the form to describe their involvement in social and extracurricular activities (of a charitable/volunteer nature).

* their duties (role and responsibilities);
* those in charge of the activity/its organizers (university, firm, company, organization, etc.),
* the number of participants;
* the number of hours spent (**per year)** and the period concerned;
* the impact and scope of their involvement;
* all other relevant information.

Only work/study balance and involvement in activities carried out **while applicants are studying in a recognized bachelor’s degree program or the equivalent** will be considered. DEC-BAC students in their first year of study for credits will not be considered, because they are regarded as college-level students.

The Selection committee reserves the right to take off points for files that:

* do not include the requested information or are not detailed enough for review;
* are poorly drafted and have spelling errors;
* have any other problem that the committee considers relevant.

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| **1. Personal Information** |
| 1. **Identity**   Last name:  First name: |
| **2. Work/study balance** |
| Please describe the type(s) of work requiring work/study balance, the number of hours worked (**per year**), and the period concerned.   |  |  |  |  | | --- | --- | --- | --- | | **Categories** | **Description / Explanations** | **Number of hours per year and period concerned** | ***Comments from the Selection committee*** | | Work | 1. | 1. |  | | 2. | 2. |  | | 3. | 3. |  | |
| **3. Involvement in social and extracurricular activities** |
| Please describe your involvement (of a charitable/volunteer nature) **with a numbered list** that details the nature of your involvement based on the information provided above.   |  |  |  |  | | --- | --- | --- | --- | | **Categories** | **Description / Explanations** (roles, responsibilities, organizers, impact/scope, number of participants, etc.) | **Number of hours per year and period concerned** | ***Comments from the Selection committee*** | | Volunteering and involvement | 1. | 1. |  | | 2. | 2. |  | | 3. | 3. |  | | Sports / Music / Art | 1. | 1. |  | | 2. | 2. |  | | 3. | 3. |  | | Academic competitions | 1. | 1. |  | | 2. | 2. |  | | 3. | 3. |  | | Other | 1. | 1. |  | | 2. | 2. |  | | 3. | 3. |  | |
| **4. Documents to be submitted** |
| The duly completed electronic form must be submitted [**online**](https://cpaquebec.ca/en/cpa-foundation/scholarships-and-awards/undergraduate-scholarships/) by **no later than** **4:00 p.m. on April 7, 2022.**  You must also [**email**](mailto:fondation@cpaquebec.ca) **all requested items** for your application file, as mentioned on the [**website**](https://cpaquebec.ca/en/cpa-foundation/scholarships-and-awards/undergraduate-scholarships/):   1. the transcript, in a PDF file, according to the instructions provided; 2. the *Work/study balance and involvement in social and extracurricular activities* form, according to the model provided; 3. the proof of Canadian citizenship or permanent residency.   **The documents must be properly identified.**  Applications will be automatically rejected if these requirements are not met.  The Foundation must receive the complete application, by no later than **4:00 p.m. on April 14, 2022**.  **All file incomplete or late will be automatically rejected.**  **The Foundation will not follow up on missing, incomplete or late documents.** |