



Conditions of Undergraduate Entrance Scholarships,

Awards and Bursaries

ELIGIBILITY

General

- (a) Entrance scholarships, awards, and bursaries are available to Canadian citizens or permanent residents unless the terms state otherwise.
- (b) For the purpose of scholarships, awards, and bursaries, an entrance student is defined as a student who has taken no more than two full academic credits at Lakehead University or elsewhere. The student must enter Lakehead University as a full-time student within two years of leaving high school.
- (c) Entrance scholarship and bursary offers are conditional upon full-time registration in a degree or diploma program.
- (d) The Lakehead University Academic Entrance Scholarship average will be calculated based on the highest 6 Grade 12 U and M marks for academic courses or equivalent, available to Lakehead University in May (final and mid-term marks) OR by the end of July (all final marks). The Lakehead University Academic Entrance Scholarship is conditional upon the completion of an Ontario Secondary School Diploma or equivalent.
- (i) Grade 12 U and M courses must be academic credits (e.g., not a Co-op work placement);
- (ii) Advanced Standing /International Baccalaureate Courses;

Students who receive advanced standing credits on entry to Lakehead University and who have been offered an entrance scholarship are expected to take a normal 100% full course load in each year of study (see Item (e), Academic Year and Course Load).

(iii) Night/Adult Learning Centres

Students who take night school or Adult Learning Centre courses are responsible for ensuring mid-term and final marks for these courses are forwarded to Lakehead Admissions by the end of April and end of July, if they wish those marks to be used in the calculation of the scholarship average.

(iv) Out-of-Province students must provide their Grade 12 marks to Lakehead Admissions by the end of April (final and mid-term marks) and by the end of July (all final marks). For the academic year, the Lakehead University Academic Entrance Scholarship average will be calculated based on the highest 6 Grade 12 U and M marks for academic courses or equivalent, available to Lakehead University in April (final and mid-term marks) OR by the end of July (all final marks). The Lakehead University Academic Entrance Scholarship is conditional upon the completion of an Ontario Secondary School Diploma or equivalent.

(e) For purposes of scholarships and awards, the following definitions/explanations apply:

1. **Average:** A minimum overall average of 80% is required for students to be awarded Academic Entrance Scholarships, In-course scholarships, and donor-funded scholarships.

The average is calculated on courses taken over the academic year which is September to April, but will also include grades of any Lakehead University Spring/Summer courses taken following the academic year. NOTE: The September to April academic year may not be the normal academic year for some programs. Check the Academic Unit for program requirements in the Lakehead University Calendar. Exception: e.g. students in the Bachelor of Science in Nursing Compressed-3 year Program are eligible to receive 4 years of scholarship payment over 3 years; therefore, a scholarship average will be calculated every two terms.

2. **Academic Year:** The academic year is September to April. NOTE: The September to April academic year may not be the normal academic year for some programs. Check the Academic Unit for program requirements. Exception: Students in the Bachelor of Science in Nursing Compressed Program, the scholarship average will be calculated every two terms.

3. **Spring/Summer:** Students who take Lakehead University Spring/Summer courses taken following the September to April academic year must inform Enrolment Services - Student Awards and Financial Aid, when all marks are posted on their transcript. Spring/Summer marks will be used with the Fall/Winter marks in the recalculation of the scholarship average to determine scholarship eligibility and value for the upcoming academic year. Please note, in the September to April academic year, a student must take a minimum course load of 80%. Also, students may add these Spring/Summer course(s) to the September/April course load to create a full course load. Exception: for Bachelor of Science Nursing (Compressed) Program, see Item (e) Average and Academic Year.

4. **Course Load:** For scholarship/award purposes, course load is defined as the number of courses that a student is expected to take for his/her particular program and year level during the academic year, September to April. Refer to the appropriate Academic Unit for program requirements in the Lakehead University Calendar.

The number of courses may vary from program to program and from year level to year level. Students who take 100% of the normal course load for their program and year level will receive the full value of the scholarship. Students who take less than a 100% course load but 80% or more of their course load are eligible to receive a pro-rated scholarship value. Note: Students in the Bachelor of Science Nursing (Compressed) Program are eligible to receive 4 years of scholarship payment over 3 years, provided they take the course load for each term of study as indicated in the Lakehead University Calendar (see chart - Payment, item (iv), Scholarship Payment Schedule).

Course Load Exception: Lakehead University **students on exchange programs, students with identified disabilities, who have registered with Student Accessibility Services and varsity athletes** are eligible to receive the full value of Lakehead University funded scholarships if they complete four full-course equivalents over the academic year September to April, and achieve the renewal average required for their Lakehead University scholarship (see (d) Academic Year). Students with disabilities who provide supporting documentation may receive 75% of their scholarship entitlement provided that they take three (3) full course equivalents over the September to April academic year. Students in these categories are advised to contact Enrolment Services - Student Awards and Financial Aid.

5. **Course Overload:** A course taken in addition to the normal 100% course load over the normal academic year, September to April (see (d) Academic Year) is defined as a course overload and will not be used to increase course loads in a subsequent year.

6. **Reduction in Course Load:** Prior to any change in course load/registration status, students must contact Enrolment Services - Student Awards and Financial Aid, in order that staff can advise the student of any financial implications.

Specific

(f) Continuation Scholarships

(i) Lakehead University Presidential Scholarships

Students are required to hold a minimum renewal academic average of 85% and have taken a 100% course load for their program and year level (see Academic Units for program requirements) between September and April. Students who took less than 100% course load but 80% or more of their course load will receive a pro-rated value.

Students who have a renewal average that falls between 80% and 84.9%, will receive an amended Lakehead University Academic Entrance Scholarship valued at \$2,500 per year for each subsequent year for the remaining terms of their scholarship. Students who took less than 100% course load but 80% or more course load will receive a pro-rated value.

(ii) Lakehead University Northwestern Ontario and Simcoe County Citizenship Scholarships

Students are required to hold a minimum renewal academic average of 80% and have taken a 100% course load for their program and year level (see Academic Units for program requirements) between September and April. Students who took less than 100% course load but 80% or more of their course load will receive a pro-rated value. The Citizenship Scholarship is not renewable for students entering in 2015/16.

(iii) Lakehead University Academic Entrance Scholarship for Free Tuition (95.0% and over)

Students are required to hold a minimum renewal academic average of 90% and have taken a 100% course load for their program and year level (see Academic Units for program requirements) between September and April. Students who took less than 100% course load but 80% or more of their course load will receive a pro-rated value.

Students who have a renewal average that falls between 80% and 89.9%, will receive an amended Lakehead University Academic Entrance Scholarship valued at \$2,500 per year for each subsequent year for the remaining term of their scholarship. Students who took less than 100% course load but 80% or more of their course load will receive a pro-rated value.

(iv) Lakehead University Academic Entrance Scholarships (80% to 94.9%)

To continue to receive the Lakehead University Academic Entrance Scholarship (80% to 94.9%), students must achieve an 80% average and have taken a 100% course load for their program and year level (see Academic Units for program requirements) between September and April. Students who took less than 100% course load but 80% or more of their course load will receive a pro-rated value.

(v) All Lakehead University Academic Entrance Scholarships, Presidential Scholarships and Northwestern Ontario and Simcoe County Citizenship Scholarships* must be renewed in each subsequent academic year. **Once lost, the scholarship cannot be**

regained. Students with exceptional circumstances should refer to the section on Appeals. *exception- see (f) (ii)

(g) All Lakehead University Academic Entrance Scholarships, Presidential Scholarships, and Northwestern Ontario and Simcoe County Citizenship Scholarships may be held for a maximum of four years or until the first degree is obtained, whichever occurs first.

(h) The value of renewable entrance scholarships such as Lakehead University Academic Entrance Scholarship in the 2nd, 3rd and 4th year may be included in the award value of the Lakehead University In-Course Scholarship, not in addition to.

(i) A minimum level of academic performance may be required for bursaries, awards, and competitions. Candidates should familiarize themselves with the appropriate terms, rules, and conditions.

PAYMENT

Upon confirmation of full-time registration and Social Insurance Number (SIN), the payment of scholarship(s)/award(s)/bursaries will be made to a student's statement of account.

(a) Students have the option of paying tuition fees in full or in two installments (1st Installment of Tuition Fees is due in August- see schedule of dates).

(i) If **paying FULL tuition fees** by the August deadline, pay the fees less the total *award entitlement, OR

(ii) If **paying in INSTALLMENTS**, pay the first tuition fee installment due in August less half the value of the scholarship/award entitlement and/or the full value of the bursary entitlement. Pay the second tuition fee installment due in December less the remaining half of the *awards entitlement.

*includes scholarships and/or bursaries

(iii) Students in the Bachelor of Science Nursing (Compressed) Program are eligible to receive 4 years of scholarship payment over 3 years.

(iv)

Scholarship Payment Schedule		
for the Bachelor of Science in Nursing (Compressed) (3 yr) program		
Course Calendar	SCHOLARSHIP TERMS	PAYMENT
Terms		
First year	1st year - September to December	1/2 of 1st yr. payment in September
	January to April	1/2 of 1st yr. payment in January
	REVIEW - Course load and calculate average for 2nd year payment	
	2nd year - May to August	1/2 of 2nd yr. payment in May
Second year	September to December	1/2 of 2nd yr. payment in September
	REVIEW - Course load and calculate average for 3rd year payment	
	3rd year - January to April	1/2 of 3rd yr. payment in January
	May to August	1/2 of 3rd yr. payment in May
Third year	REVIEW - Course load and calculate average for 4th year payment	
	4th year - September to December	1/2 of 4th yr. payment in September
	January to April	1/2 of 4th yr. payment in January

(b) The first charge against any scholarship, bursary or award payment will be for tuition and residence fees.

(c) Recipients who **withdraw or drop to part-time status** prior to the final date to withdraw from fall courses (November) will have the full value of any scholarships, awards or bursaries rescinded. Recipients who withdraw or drop to part-time status after the November date but before the "no refund date for two term courses", will have the value of any scholarships, awards or bursaries pro-rated. Recipients who drop to part-time after the "no refund date for two term courses" will not have their scholarship, award or bursary entitlement pro-rated.

APPEALS

The Lakehead University Senate Undergraduate Scholarships and Bursaries Committee will consider student appeals on exceptional circumstances. For appeal information, students are advised to contact the Financial Aid Specialist in Enrolment Services - Student Awards and Financial Aid.

DEFERRALS

RENEWABLE ENTRANCE AND IN-COURSE SCHOLARSHIP DEFERRAL POLICY

(a) Students who are eligible to receive a renewable entrance scholarship at Lakehead University after first year may request a one-time, one-year deferral. Under exceptional circumstances, students may request/reapply for an additional deferral year.

(b) Students who were offered an in-course scholarship at Lakehead University may request a one-time deferral of up to one year. Under exceptional circumstances, students may request/reapply for an additional deferral year.

(c) Students taking courses on a Letter of Permission during a deferral year must achieve an overall average of 80% on those courses to remain eligible for the deferred scholarship once he/she returns to full-time studies.

(d) Students offered an in-course scholarship and/or were eligible to receive a renewable entrance scholarship and are returning as a part-time student may have their scholarship deferred provided they maintain an overall average of 80% in the part-time course(s).

Deferrals are subject to all the terms and conditions of the University's General Regulations, in particular I (f) and (g). Students should familiarize themselves with these regulations as the General Regulations override the Renewable Entrance and In-Course Scholarship Deferral Policy.

Deferral requests must be submitted in writing to the Financial Aid Specialist in Enrolment Services - Student Awards and Financial Aid, no later than August 31, prior to the start of the academic year in which the deferral is being requested.

GENERAL POLICIES OF THE SENATE UNDERGRADUATE SCHOLARSHIPS AND BURSARIES COMMITTEE

(a) Scholarships, awards and bursaries will be allocated at the discretion of the Lakehead University Senate Undergraduate Scholarships and Bursaries Committee. Not all scholarships, awards and bursaries need be awarded each year. In order that scholarships and awards may be equitably distributed the Committee reserves the right to restrict the cumulative value of scholarships and awards that any one student may receive.

(b) An individual may receive a single award (e.g. Presidential Scholarship) that is greater than the tuition fee, but otherwise the maximum funding (for stacking purposes) provided from the University's operating budget is the full value of tuition. If the scholarship (award) is endowed, there is no limit on the amount that an individual may receive (stack).

(c) Upon approval of the Senate Undergraduate Scholarships and Bursaries Committee and the donor, award descriptions and award values may change from year to year.

(d) Department, Faculty and School Scholarships/Awards Committees will make recommendations to the Senate Undergraduate Scholarships and Bursaries Committee.

(e) A minimum level of academic performance may be required for bursaries, awards, and competitions. Candidates should familiarize themselves with the appropriate terms, rules and conditions.

(f) Scholarships/awards/bursaries based on donations from outside sources cannot be guaranteed by the University.

(g) Awards and awarding procedures are governed by OUA and CIS regulations for varsity athletes.

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