



Computer Bursary Questions & Answers

1. Who is eligible for this bursary?

CNA students who have been accepted as a full-time student for the Fall 2020 semester and require a computer for on-line courses (suitable for BYOD-Model A & B). **Please note:** Students enrolled in Distributed Learning (DL) programs, students returning for train-out, Out of Province students and International students who started in Fall 2020, are NOT eligible.

2. What is the deadline date to apply?

The deadline to apply is Monday, October 26, 2020 by 4:00 p.m.

3. What will I receive if my application is approved?

We have just entered a partnership with Computers for Schools and have a limited number of refurbished computers to provide students at no cost (suitable for BYOD-Model A & B). Students who receive a computer will be responsible for additional purchases such as a webcam and/or microphone.

If you are successful, we will ship the computer to the nearest campus location, as indicated on the application, for pick-up.

4. Do I need to be a resident of Newfoundland and Labrador to be eligible?

Students who apply are required to be residents of Newfoundland and Labrador to be eligible. A resident of Newfoundland and Labrador is defined as:

- you are a dependent student and, at the start of your studies, Newfoundland and Labrador is the last province your parents lived for at least 12 months in a row;
- you are a dependent student, your parents are separated or divorced, and the parent with whom you live or who provides your principal means of financial support has lived for at least 12 months in a row in Newfoundland and Labrador;
- you are a dependent student, your parents moved away from the province but you remain in Newfoundland and Labrador to begin or continue post-secondary education within 12 months of your parents' move;
- you are a dependent student, your parent(s) resides outside Canada but their last province of residence for at least 12 months in a row was Newfoundland and Labrador before leaving Canada; or
- you are an independent student, a single parent, married or living common-law and you last lived in the province for at least 12 consecutive months, excluding time spent as a full-time student at a post-secondary institution.

5. Why do I have to provide my financial statement information?

All students applying must provide a financial statement so the college can provide a fair assessment of eligibility for awarding the bursary.

6. How do I calculate my resources and expenses?

To determine your resources and expenses calculations, you will need to use your total available resources and total expenses over a 16-week period. For example, under the Estimated Resources Section if you will earn \$100 per week while attending college you need to report a total of \$1,600 in the appropriate box. Under the Estimated Expenses Section for example, if your boarding house cost will be \$125 per week your total amount for a 16-week period is \$2,000 in the appropriate box. You need to use 16 because that is typically the number of weeks for the Fall 2020 semester. Your provincial and federal student loan assessments are broken down by loan and grant for an entire semester. For example, if you will receive \$500 provincial grant and a \$200 federal grant each of those amounts need to be reported in the correct boxes. If you will receive a \$1,000 provincial loan and a \$500 federal loan you need to report in the correct boxes.

7. What are other criteria to be considered eligible?

Applicants must demonstrate financial need, must be in clear academic standing and in clear financial standing for the 2019-2020 academic year.

8. When will I be notified if I will be receiving the Computer Bursary?

Students receiving a Computer Bursary will be notified within two to three weeks of applying.

9. Who is the contact person and how do I find out more information?

For further information please contact: angela.leroy@cna.nl.ca at 709.643.7963, or sandra.lewis@cna.nl.ca at 709.643.7880.

Students may also contact the Student Development Office or Guidance Counsellor for their campus.

10. How do students submit an application?

Students can find the application on the CNA website (www.cna.nl.ca). Once the student has completed the fillable application he/she will need to save it to their computer with their name and then email the application to: Angela LeRoy at angela.leroy@cna.nl.ca.

Please see application on next page.



Computer Bursary Application

College of the North Atlantic is an educational body of the Government of Newfoundland and Labrador, and it is therefore subject to the Access to Information and Protection of Privacy Act, 2015 (ATIPPA). The college's Student Services Department and the Alumni & Advancement Office are collecting your personal information to process the scholarship application. The personal information you provide may be disclosed to the donor. This personal information is collected under the authority of the College Act, 1996 (SNL1995, Chapter C-22.1). Collected personal information will be stored in accordance with our normal network and information security measures. For further information about the collection and use of this information please contact the Provincial Awards Chairperson at 709-643-7880. For more information about the ATIPPA please visit www.cna.nl.ca/about/atipppa.asp.

NOTE	Please download the form, complete fully, save and send to: angela.leroy@cna.nl.ca . The more accurate and detailed information you provide, the better your need can be assessed. If a section is not applicable to you, please put "N/A" in that section. Incomplete applications will not be processed. Deadline Date: Monday, October 26 by 4:00 p.m.
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1. STUDENT INFORMATION

Student's Last Name	First	Middle	Age
Student Number:	Campus:	Program:	Year: <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd
Permanent Address:			
Local Address:			
Distance from local address to permanent address (Km): _____			
Primary phone number: ()		Alternate phone number: ()	

Please check only one box: You are considered an Independent student if you:

- Have been out of high school for four (4) years OR
- Have been out of high school for two (2) years or two (2) periods of 12 consecutive months in which you have not been attending a post-secondary institution full time OR
- Are married, common law, separated, widowed or a single parent. Please complete section #3 & #4 if applicable
- None of the above apply to me, I am considered a Dependent Student. Please complete section #2.

2. IF YOU ARE DEPENDENT ON (OR LIVING WITH) PARENTS/GUARDIANS, COMPLETE THE FOLLOWING SECTION

Name of Parent/ Guardian #1	Occupation:	Employment status: <input type="checkbox"/> Part-time <input type="checkbox"/> Full-time <input type="checkbox"/> Seasonal <input type="checkbox"/> Other
P.O. Box/Street:	City/Town:	Province: Postal Code:
Name of Parent/Guardian #2	Occupation:	Employment status: <input type="checkbox"/> Part-time <input type="checkbox"/> Full-time <input type="checkbox"/> Seasonal <input type="checkbox"/> Other
P.O. Box/Street:	City/Town:	Province: Postal Code:
Parent/ Guardian #1 Annual Net Income (after taxes): \$	Number of dependents attending post-secondary (including applicant):	Parent/ Guardian #2 Annual Net Income (after taxes): \$

3. IF YOU ARE MARRIED/Common-LAW, COMPLETE THE FOLLOWING SECTION

Spouse's Name:	Occupation:	Employment status: <input type="checkbox"/> Part-time <input type="checkbox"/> Full-time <input type="checkbox"/> Seasonal <input type="checkbox"/> Other
P.O. Box/Street:	City/Town:	Province: Postal Code:
Spouse's Annual Net Income (after taxes): \$		

4. IF YOU HAVE DEPENDENTS, COMPLETE THE FOLLOWING SECTION

Name (First Name and Last Name)	Relationship to Applicant	Age

ANSWER YES OR NO IN THE BOX PROVIDED	
Are you receiving Employment Insurance benefits?	
Are you receiving COVID-19 Emergency Funding (CERB)?	
Will you receive funding for tuition from any sponsoring agency (i.e.: AESL, First Nations, etc.) for 2020-2021? Specify: _____	
Will you receive a living allowance or additional funding from any sponsoring agency (i.e.: AESL, First Nations etc.) for 2020-2021?	
Will you receive a Canada or NL Government student loan for 2020-2021?	

ANSWER YES OR NO IN THE BOX PROVIDED	
Does your program require onsite classroom learning or lab component?	
Will you require your fall semester e-books for the winter semester?	

If your application is approved, you will be required to pick up your device at the campus nearest to you. Please check one of the campus locations below:

- Baie Verte Campus
- Bay St. George Campus (Stephenville)
- Bonavista Campus
- Burin Campus
- Carbonear Campus
- Clarenville Campus
- Corner Brook Campus
- Gander Campus
- Grand Falls -Windsor Campus
- Happy Valley-Goose Bay Campus
- Labrador Campus
- Placentia Campus
- Port aux Basques Campus
- Prince Philip Drive Campus
- Ridge Road Campus
- Seal Cove Campus
- St. Anthony Campus

STATEMENT OF FINANCIAL NEED

Financial need will be determined from the budget below.

The Estimated Resources Section and Estimated Expenses MUST be completed. If a section is not applicable to you, please put "Ø" in that section. **You may be required to show documentation of expenses.**

PLEASE ENSURE TOTALS ARE INSERTED FOR RESOURCES/EXPENSES COLUMNS.

INCOMPLETE FORMS WILL NOT BE CONSIDERED.

Estimated costs **MUST** be stated by a 16-week semester (i.e. Rent at \$100 per week must be stated as \$1,600)

Use Fall Semester resources and expenses

Estimated Resources		Estimated Expenses		
Amount based on 16-week semester (Use Fall Semester)	Amount Per Semester	Amount based on 16-week semester (Use Fall Semester)	Amount Per Semester	
Personal Contribution (per semester)		College Expenses (per semester)		
1	Savings: Personal savings & RESP	18	Tuition/Fees (i.e.: audit fee, exam fee, confirmation fee, certification fee, etc.)	
2	Income from employment while attending school (during a 16-week semester)	19	Books	
3	EI benefits per semester while studying	20	Equipment and Supplies	
4	Funding (i.e.: AESL, First Nations, etc). Including tuition paid by the agency.	21	Field Trips	
5	Other income: (i.e.: investments, rental property, etc.) _____	22	Health & Dental Insurance	
Student Assistance (per semester)		Transportation Expenses (per semester)		
6	Provincial Student Grant (per semester)	23	Transportation – Private vehicle owner (i.e. payment, insurance, gas, maintenance)	
7	Federal Student Grant (per semester)	24	Transportation – Public (i.e.: Bus pass/taxi/carpool)	
8	Bursaries, Scholarships, and Awards	25	One return trip to college – claim \$20 per 100 kms for distance from permanent to local address or provide proof of airline ticket	
9	Tuition Vouchers (SWASP, etc.)	Living Expenses (per semester)		
10	Other income: (i.e.: CPP, Pension Benefits etc.) _____	26	Rent or Mortgage - Room / Apartment (include only your portion if sharing accommodations)	
Other Contributions (per semester)		27	Food/ Meal Plan	
11	Contributions from parents/guardians	28	Utilities (Heat & Lights) (include only your portion if sharing)	
12	Contributions from spouse	29	Phone	
13	Other income: _____	30	Internet (include only your portion if sharing)	
ADD 1 – 13: Total Resources		\$	31	Child Care
Debt-Related Resources (per semester)		Other Expenses (per semester)		
14	Provincial Student Loan (per semester)	32	Other medical cost (not covered under insurance plan) _____	
15	Federal Student Loan (per semester)	33	Other (please specify): _____	
16	Credit Card/Bank Loan/Student Line of Credit	Please attach a separate sheet if more space is required		
17	Other (please, specify): _____			
ADD 14-17: Total Debt-Related Resources		\$	ADD 18 – 33: Total Expenses	\$
ADD 1-17: Grand Total				

Please provide information on any special circumstances that you feel should be considered that are not reflected in the financial statement.

I hereby make the following declaration:

- I have answered all questions, which are applicable to me, and the answers given by me are true.
- I shall be a full-time student for the academic year/semester in which this application is made.
- I have stated my financial situation based on a 16-week period.

Permission is hereby granted for the Awards Committee to obtain further information required from appropriate individuals/ agencies.

Signature of Applicant

Date