



Building Resilience in Coastal Communities

Queen Elizabeth II Diamond Jubilee Scholarship
2019 – 2020 Application Package

Outbound Canadian Students



COMMUNITY
FOUNDATIONS
OF CANADA
all for community

FONDATIONS
COMMUNAUTAIRES
DU CANADA
ensemble pour tous



Nanaimo
Foundation



Fondation
Rideau Hall
Foundation

VIU Building Resilience in Coastal Communities

QES Application - Outbound Canadian Graduate Students

Self-Screening Checklist

Please confirm that you meet the following criteria to be eligible to apply for a Queen Elizabeth II Diamond Jubilee Scholarship.

- I am a Canadian citizen or permanent resident
- I am 35 years of age or under at the time of application
- I am a full time VIU student and will be registered in a third or fourth year undergraduate or graduate program at the time of my proposed internship
- I have a GPA of 3.0 or above, OR I have a GPA consistent with the class/program average or above
- I understand the obligations of a Queen Elizabeth Scholarship, and have read and understand the “Terms and Conditions for Queen Elizabeth II Diamond Jubilee Scholarships at VIU”
- I understand that working and living conditions, health care, culture, and other aspects of life in other countries may be significantly different than in Canada, and I am prepared to cope with these differences
- I commit to participating in pre-departure training & re-entry sessions
- I am committed to full participation as required by my internship host
- I intend to undertake an internship that is directly related to the 5 BRiCC themes
- I have consulted with my department’s faculty advisor and confirmed that the proposed internship will be eligible for (or contribute to) academic credit toward the degree I am currently pursuing

Application Checklist

Please ensure you have completed the following tasks before you submit your application.

- I have attached a scanned copy of my unofficial VIU transcript
- I have attached an updated resume
- I have arranged for a letter of support from an organization that is doing work related to the BRiCC themes to be submitted to the VIU Education Abroad Office by the application deadline
- I have arranged for a letter of support from a VIU faculty to be submitted to VIU Education Abroad Office by the application deadline

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Applicant Information

Surname:	Given Name(s):
Email:	
Telephone number:	
Date of Birth DD-MMM-YYYY:	
VIU Student #:	
I am an <input type="checkbox"/> undergraduate or <input type="checkbox"/> graduate student	
<input type="checkbox"/>	I identify as an Aboriginal or Indigenous person
<input type="checkbox"/>	I identify as a 'youth in care'

Please indicate the term in which you expect/prefer to begin your Internship:

Summer 2020 Fall 2020 Spring 2021

Mandatory Criteria

- I am a Canadian citizen or permanent resident
- I am a full-time VIU residential (not distance) student in an academic degree program

By submitting this application, I declare that:

- 1) I have answered all questions applicable to me and certify that the information is true and complete.
- 2) I have consulted with my department's faculty advisor and confirmed that an internship will be eligible for (or contribute to) academic credit towards the degree I am currently pursuing.
- 3) The selection committee may request additional information pertaining specifically to my academic performance and enrollment status for the purpose of determining my eligibility for the scholarship.
- 4) I agree to participate in an in-person interview, if requested.
- 5) I agree to be bound by the ("*Terms and Conditions for Queen Elizabeth II Diamond Jubilee Scholarships at VIU*").

Signature:	Date:
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Academic Record

List all postsecondary institutions attended and currently attending.

Name of Institution	Location	Start Date MMM-YYYY	End Date MMM-YYYY	Degree Program	Degree Conferred (yes/no)

Achievement

List all postsecondary scholarships and awards you have received.

Name of Award	Start Date MMM-YYYY	End Date MMM-YYYY	Value	Source of Funds

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Statement of Intent

1. Undergraduate Students:

In which QES eligible country are interested in pursuing an internship?

Undergraduate student internships are facilitated with support from Students Without Borders. Placements must occur in locations that are eligible countries for both programs.

I understand that my internship placement will be facilitated by Students Without Borders

Graduate Students:

In which QES eligible country are interested in pursuing an internship?

Graduate students are able to secure internships through their personal, professional and academic networks in a QES eligible country, in Belize or Tanzania through one of VIU's partner institutions, or through Students Without Borders.

2. Please describe the specific topic(s) of interest that you hope to explore through a QES internship and how it relates to at least one BRiCC theme. (300 words)

a. Identify the BRiCC goal(s) that the internship will be supporting and/or working towards (check all that apply):

- Improve capacity to foster sustainable economic activity, particularly tourism.
- Enhance management of water in coastal zones, including drinking water.
- Develop and manage parks and protected areas in or near coastal communities.
- Enhance coastal communities' response to climate change.
- Develop sustainable aquatic foods and local agricultural production.

3. Please describe how these topics of interest and BRiCC themes connect to critical issues in one or two potential host countries or country/region of interest. (200 words)

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4. What specific skills/experience/knowledge would you like to apply to your internship, and what specific skills/experience/knowledge would you like to develop through your internship experience? (300 words)

5. Please outline your scholastic interests and academic plan. (150 words)

6. How does your past work, study and/or voluntary activities relate to one or more of the 5 BRiCC themes? (150 words)

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7. Describe your past community engagement and/or leadership activities/experience. (150 words)

Letters of Support

Using the templates provided, please arrange for the following letters of support to be submitted to EducationAbroad@viu.ca at Vancouver Island University:

- 1) A [letter of support](#) from a **VIU faculty member (academic referee)**
- 2) A [letter of support](#) from an **Organization that is working on at least one of the BRiCC themes** (preferably in the proposed eligible country or on Vancouver Island)

Selection Criteria

<i>Criteria</i>	<i>Weight</i>
Demonstration of linkages between the applicant's academic and career goals, the BRiCC themes and a QES internship	50%
Relevance of the proposed topics of interest, activities in the proposed eligible country working on one or more of the 5 BRiCC themes	10%
Applicant's demonstrated past leadership or community involvement in activities related to the 5 BRiCC themes	25%
Academic Grades	15%
TOTAL	100%

*Queen Elizabeth II Diamond Jubilee Scholarships are not awarded on the basis of financial need.

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Terms and Conditions - Outbound Canadian Scholars

For Queen Elizabeth II Diamond Jubilee Scholarships at VIU

A Queen Elizabeth II Diamond Jubilee Scholarship may be awarded to a Canadian student who is registered at Vancouver Island University in an undergraduate or graduate degree program and participates in an approved academic (for credit) international internship of a minimum of 90 days.

Distance learning/on-line programs are excluded.

Participation in the QE II Community of Scholars

VIU's QE II Scholars must commit to participation in the QE II Community of Scholars ("The Community") for a minimum of 18 months, from the time of acceptance, throughout the internship period and in the twelve (12) months following the internship. Involvement in the Community may include organizing or participating in events, volunteering, sharing research results or methodologies, supporting fellow QE II Scholars, or mentoring new Scholars as they enter the program.

The minimum mandatory commitments over the 18 months include:

1. Participation in pre-departure sessions, re-entry sessions and annual QE II Scholar orientation and welcome events.
2. Participation in regular meetings with fellow QE II Scholars and associated VIU faculty.
3. Quarterly written reports to the Manager, Education Abroad outlining the Scholar's academic progress and contribution to the QE II Community of Scholars.
4. At least one verbal presentation to the QE II program's community partners in the Nanaimo Region, and/or other organizations working on or interested in the BRiCC themes.
5. At least one verbal presentation to the VIU community.
6. Active participation in mandatory QE II networking events, webinars and educational events as directed by the Manager, Education Abroad.
7. Engagement in the QE Scholar online community.
8. Engagement in the VIU Global Citizens Network for 15 – 30 hours (excludes activities required by the academic program or QE Scholar Program, as above).

Personal Conduct

This is a prestigious award and Scholars will act not only as ambassadors of the program but of their own country. Thus a high level of professionalism, ethical behaviour and scholastic performance must be maintained.

These expectations are in addition to the policies and procedures of Vancouver Island University, including the QE Scholars Travel Contract and VIU's Student Conduct Code, Student Academic Code of Conduct, and Ground Rules for Learning Off-Campus (for links to these policies, see <https://international.viu.ca/education-abroad/waiver>).

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Financial Contribution from the QE II Scholarship

The QE II Scholarships for *Canadian* students undertaking internships in a eligible country for a minimum of 90 days receive total funding of \$7,500, including:

- \$500 VIU tuition credit
- \$6,000 towards internship-related travel and living expenses *
- \$1,000 Global Citizen Network Engagement (eligible for 2 x \$500 Global Citizens Network Stipends upon completion of the related activities – 15 engagement hours must be logged for each stipend issuance)

* Related travel and living expenses may include international airfare, ground transportation, living expenses/accommodations, visa application fees and related expenses, mandatory outbound medical insurance, and other internship-related costs.

Payment of Scholarship Funds

Tuition credit will be applied to the Scholar's student record. Living and other allowances will be paid directly to the Scholar. The distribution of funds will be paid in installments.

Financial Contribution from the Scholar

Each Canadian Scholar will pay a non-refundable "Scholar Contribution" of \$450 CAD to the QE II program at Vancouver Island University.

Scholars are responsible for their personal expenses including:

- Cellular telephone, Internet, telephone or television services and charges
- Personal items, including clothing
- Cosmetics, medications, prescriptions, medical expenses not covered by their Travel medical insurance and the BC Medical Services Plan
- Ground transportation costs while abroad
- Recreational or social activities
- Memberships, including associations, groups or clubs
- Vacation and additional international trips

Any costs that exceed the scholarship amount are also the responsibility of the Scholar.

Duration of Scholarship

Scholars **must be engaged in the internship in the eligible country for a minimum period of 90 days**, excluding travel dates and/or in-country orientation and/or personal travel, as defined by the QE Scholarship program. Exceptions apply to those scholars traveling to South Africa. Due to significant challenges associated with obtaining the South African visa for stays greater than 90 days, the minimum scholarship duration for students going to South Africa is 88 days, including travel days.

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Deferment

Deferments of the scholarship will not be permitted.

VIU Policies and Procedures

Scholars are VIU students and are required to abide by all VIU policies and procedures related to student conduct.

Cancellation of Scholarship

VIU reserves the right to cancel a scholarship if:

1. The Scholar's academic performance falls below a Grade Point Average (GPA) of 3.0 (or equivalent class average)
2. The Scholar is placed on Academic Probation.
3. The Scholar does not participate in scheduled QE II Scholarship activities.
4. The Scholar ceases to be a VIU student for any reason.
5. The Scholar fails to consistently attend scheduled meetings with associated faculty, the Manager, Education Abroad, or does not fulfill quarterly reporting requirements.
6. The Scholar fails to follow VIU policies and procedures related to student conduct, including [Student Code of Conduct](#); Student Academic Code of Conduct; Travel Contract and [Ground Rules for Learning off-Campus](#).
7. The Scholar violates any of the Terms and Conditions of the Scholarship program contained herein.
8. The Scholar decides to voluntarily withdraw from the internship.

Cancellation of the scholarship may result in partial or full repayment of scholarship funds by the Scholar.

The Scholar's performance will be regularly reviewed by the Manager, Education Abroad. The Manager, Education Abroad will make recommendations to the VIU QE II Scholarship Implementation Committee regarding continuation of scholarships for each Scholar.

Taxation

A portion of scholarship awards may be taxable in Canada. At the end of each fiscal year, Scholars will be issued a T4A tax slip from Vancouver Island University.

Legal Status

Canadian QE II Scholars will be required to apply for and secure appropriate visas, as applicable.

Scholarship Acceptance

Applicants must notify VIU of acceptance of the award within one (1) week of notification of their scholarship offer. Acceptance of the award must be accompanied by the non-refundable "Scholar Contribution" payment of \$450 CAD.

Scholars must commence scholarship activities within eight (8) months of the scholarship acceptance.