

Communications and Electronics Branch Educational Bursary

Introduction

1. The C & E Branch Educational Bursary is offered on an annual basis to offset the cost of post-secondary education.
2. The C & E Branch Educational Bursary is intended to provide financial assistance for deserving candidates entering a program of post-secondary education. This may include, but is not limited to university, community college and technical school for the first undergraduate degree, college or technical school diploma.

Bursary Award

3. For the 2019 Academic Year, four Bursaries will be awarded:
2 X \$1,500
2 X \$750

Conditions

4. The Bursary competition was established to serve two purposes:
 - a. to provide an opportunity for members, who contribute to the fund, and their dependents to apply for an award; and
 - b. to encourage all members to contribute to the C&E Museum Fund so they can benefit from the various services it provides to the C&E Branch family.
5. As such, the C&E Branch Educational Bursary competition is only open to serving military personnel, retired personnel, and civilian employees of the Department who are contributing to the Military C&E Museum Fund either through monthly pay allotments to the C&E Museum Foundation or by making monthly donations to the Military Communications and Electronic Museum Foundation:
<https://www.canadahelps.org/en/charities/the-military-communications-and-electronics-museum-foundation/>, and their spouse and dependents.
6. Donations must have been made for at least four months at any time prior to the Competition Submission Deadline, and the member must be contributing at the time of the Competition Submission Deadline. This will be verified prior to the application moving forward.
7. The applicants must be in or have completed their final year of high school and are preparing to attend or are currently attending a post-secondary institution where the tuition is **not** otherwise 100% being reimbursed.

Application

8. Application is to be made using the C&E Branch Education Bursary Application Form on the C&E Branch website: <https://cmcen-rcmce.ca/communications-electronics-branch-educational-bursary/> or obtained by contacting C&E Branch Affairs below.
9. Detailed instructions are included on the application form. Please follow the instructions carefully as there have been changes made for the 2019 year. Incomplete applications will not proceed to the evaluation stage.
10. You are welcome to contact C&E Branch Affairs (below) to ascertain the completeness of the submission. However, please note that this responsibility is yours and you should leave sufficient time to update an application for the deadline, should it be found lacking. For example, if a Character Reference Letter is missing, you will require sufficient time to contact the Reference, have a Letter produced, and emailed or mailed to and received by C&E Branch Affairs before the deadline.
11. Applications will be accepted in either official language.

Deadline for Submission

12. Applications must be received at the C&E Branch Secretariat office (below) no later than **1600hrs EDT (Ottawa) Fri, 12 July 2019**. Applications received after this date and time will not be accepted. It is imperative that you contact C&E Branch Affairs by 05 July either by email or phone if there is any doubt that your application will not arrive by the deadline.
13. Applications may be submitted via email or regular mail. If submitting via email, please submit PDFs only. JPEGs or other photo formats will be accepted for photos of awards only, as per the instructions.
14. You are welcome to confirm your application has been received at the C&E Branch Secretariat by contacting C&E Branch Affairs below.

Selection

15. The winners of the bursary will be chosen based on scholastic achievement, personal attributes, community involvement with Cadets, Scouts, Guides, Reserves, other clubs or organizations along with demonstrated leadership potential in coaching, leading camps, team captaincy, etc.
16. In the event that no applicant is found suitable, the bursaries may be held back until the following year.
17. The award selection committee shall consist of C&E Branch members of the rank of LCol, CWO, and MWO.

18. All winners will be posted on the C&E Branch website: cmcen-rcmce.ca

Contact

19. Questions or queries can be directed to C&E Branch Affairs, Maj Kash Bagal at kaushik.bagal@forces.gc.ca or 613-991-4193.

Mailing Address

20. Email: Submissions may be emailed to the above email address.

21. Regular Mail: Submissions may be mailed to the following address:

Attn: Maj Kash Bagal
C&E Branch Secretariat Office
National Defence Headquarters
MGen George R. Pearkes Bldg
101 Colonel By Drive
Ottawa, ON
K1A 0K2

22. Best of luck to all candidates.