

# ADVANCING FUTURES BURSARY INFORMATION PAMPHLET

## QUESTIONS?

If you have questions about the *Advancing Futures* bursary program or to request an application you can:

1. Call **780-415-0085** (for long distance, first dial 310-0000)
2. E-mail [advancing.futures@gov.ab.ca](mailto:advancing.futures@gov.ab.ca) or
3. Visit the website at [www.advancingfutures.gov.ab.ca](http://www.advancingfutures.gov.ab.ca).

## ADVANCING FUTURES BURSARY

The *Advancing Futures* bursary program assists youth who have been or continue to be in the care or custody of Children and Youth Services to achieve their educational goals by offering opportunities and resources through education.

Individuals are invited to apply if they are interested in:

- obtaining their high school equivalency through adult education
- earning a degree/diploma from a post-secondary school
- learning a trade or
- earning a licence or certificate.

The program is open to both part-time and full-time students enrolled in an Alberta schools.

## ELIGIBILITY CRITERIA

Applicants must be a resident of Alberta.

**To be eligible for the bursary, applicants must:**

have had a Permanent Guardianship Order between the time they were 13 and 18 years old

**OR**

have been in the care or custody of Children and Youth Services for at least 546 days between the time they were 13 and 22 years old.

**Below is a list of Intervention Services that may be included in the 546 days of Intervention Services:**

- Temporary Guardianship Order (TGO)
- Order to Extend Custody/TGO to three years
- Custody Agreement with Guardian
- Custody Agreement with Youth
- Enhancement Agreement with Youth
- Custody Order
- Emergency Apprehension
- Apprehension Order
- Interim Custody Order and
- Support and Financial Assistance Agreement.

At the time of application, applicants must be between the ages of 18 and 22 years.

## APPLICATION TO SCHOOL

Applicants must be accepted or have begun the application process for entrance to a school approved for funding by the *Advancing Futures* bursary program.

A list of approved schools is found at [www.advancingfutures.gov.ab.ca](http://www.advancingfutures.gov.ab.ca).

## BURSARY AWARD VALUE

**SCHOOL EXPENSES:** The bursary can be used to cover full tuition, mandatory fees and books for the full academic term. Award amounts vary based on school and program costs.

**FIXED MONTHLY LIVING ALLOWANCES:**

- Single student (based on shared accommodation)
- Single parent with one child
- Additional children

*Please note: These allowances are based on full-time enrollment. Part-time students will receive an adjusted amount.*

Information regarding the monthly living allowance amounts is available from the *Advancing Futures* bursary office. Students can reapply for funding every June 1; however, approval is not guaranteed and is subject to student readiness, progress, attendance and available funds.

## APPLICATIONS

Applications can be:

- downloaded from [www.advancingfutures.gov.ab.ca](http://www.advancingfutures.gov.ab.ca)
- picked up at Child and Family Services Authorities offices throughout Alberta (see [www.child.gov.ab.ca](http://www.child.gov.ab.ca) for locations)
- picked up at the Community Partnerships and Youth Strategies Branch (10 Floor, Sterling Place, 9940 - 106 Street, Edmonton)
- mailed to you by calling the Community Partnerships and Youth Strategies' office at 780-415-0085 (long distance, first dial 310-000) or
- sent electronically by e-mailing a request to [advancing.futures@gov.ab.ca](mailto:advancing.futures@gov.ab.ca).

Completed application forms can be:

1. faxed to 780-644-6905 or
2. mailed to:  
*Advancing Futures* bursary program  
10 Floor, Sterling Place  
9940 – 106 Street Edmonton AB T5K 2N2

## DEADLINE

**The annual deadline for the *Advancing Futures* application is June 1.**

**It may take six to eight weeks to review and process applications.**

## FREQUENTLY ASKED QUESTIONS

Refer to this section if you have general questions about the bursary or are having trouble completing the *Advancing Futures* bursary application form.

### 1. Where does the funding for the *Advancing Futures* bursary come from?

The Government of Alberta, Children and Youth Services, invests in the futures of children and youth in the province. By funding the *Advancing Futures* bursary the Government of Alberta ensures that youth have opportunities to pursue their dreams and achieve their educational goals.

### 2. How old do I have to be to apply for the bursary?

Eligible applicants are between the ages of 18 and 22 years at the time of application (applicants must submit their application before their 23<sup>rd</sup> birthday to meet the age eligibility). Recipients can receive funding to complete their education for a maximum of 60 months or until they graduate from their chosen program, whichever comes first.

### 3. How do I calculate my school expenses?

It is important to determine what your educational expenses will be. A breakdown of costs is available from the Registrar or Student Service's office at your school.

### 4. What does the Fixed Monthly Living Allowance include?

The Fixed Monthly Living Allowance is meant to cover the cost of rent, utilities, groceries, transportation, telephone, clothing, school supplies and personal hygiene products. If you have special circumstances that require extra funding, list these expenses in the Additional Monthly Living Allowance Information section of the application. Special expenses will be considered on a case-by-case basis. For assistance or resource materials regarding budgeting contact the Community Partnerships and Youth Strategies Branch.

### 5. What if I have children?

Your child care provider must complete a Child Care Form (available on the *Advancing Futures* website at [www.advancingfutures.gov.ab.ca](http://www.advancingfutures.gov.ab.ca)) and indicate the parent portion of your child care fees. You may be awarded money for your child care fees if your child attends a licensed day care or family day home. This money will be included with your monthly living allowance cheque and it is your responsibility to pay those fees directly to your child care provider.

### 6. How do I choose a reference?

When choosing a reference, ask someone who knows you well enough to identify the strengths that you will bring to your schooling. Maybe your employer has seen the way you carry out your duties responsibly, or how you often offer ideas to help improve things. Perhaps you have a mentor who has seen some significant growth in your maturity or character and can really vouch for you in this next step you are taking. Choose someone who is interested in your future and wants to see you succeed.

### 7. What schools are eligible for funding?

The bursary is only available for courses, programs and schools that are approved for funding by the *Advancing Futures* bursary

program. A list of approved schools is available at [www.advancingfutures.gov.ab.ca](http://www.advancingfutures.gov.ab.ca).

### 8. What if I want to apply to more than one school?

You must complete two separate *Advancing Futures* bursary applications. Funding will not be approved until you can provide proof of acceptance to your schools.

### 9. When and where will I receive the funds from my *Advancing Futures* bursary award if I am eligible for funding?

**Tuition and mandatory school fees:** A sponsorship agreement will be established with the school you are enrolled at stating that your bursary will cover your tuition and mandatory school fees for the academic term(s). Your school will invoice *Advancing Futures*.

**Mandatory books:** An account will be created for you at your school's bookstore. Book allowances may not be used to purchase supplies because supply costs are included in your monthly living allowance.

**Living Expenses:** Monthly living allowance cheques can be picked up at your school approximately two banking days before the end of each month. The cheque that you pick up at the end of each month is for the next month of study. January cheques are mailed early so that you receive your cheque before Christmas. Remember to budget accordingly!

Your funding from the *Advancing Futures* bursary depends on your continued enrollment and your marks and attendance at school.

### 10. Is *Advancing Futures* bursary funding taxable?

Yes! Educational expenses and monthly living allowance are taxable. A T4A will be issued by the *Advancing Futures* bursary program for the amount of your bursary. All inquiries related to tax regulations should be addressed to the Canada Revenue Agency at [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca).

### 11. Since I applied for funding there have been changes to the information I provided on my application. What should I do?

As an *Advancing Futures* bursary applicant you are responsible for immediately advising the program of any changes including:

- personal information (name, address, phone number)
- financial information (including receiving additional or new sources of funding, or changes in number of dependant children) and/or
- enrollment (from full-time to part-time status, if you withdraw from your course or program or if you are adding additional courses). For definitions of part-time and full-time enrollment consult with your school.

You must inform the *Advancing Futures* bursary program immediately of any of these changes by calling the Community Partnership and Youth Strategies Branch, at 780-415-0085 (for long distance, first dial 310-0000) or by e-mailing [advancing.futures@gov.ab.ca](mailto:advancing.futures@gov.ab.ca).