|  |
| --- |
| **Mini-FIT (Mini-French Immersion for Teachers) - Spring 2018***Official Minority Language Teacher Awards* |

 **Aim**

This bursary is offered to teachers registered for the Mini-FIT program at the Université de Saint-Boniface (USB). It is funded by the federal government's Official Languages in Education Program and by Manitoba Education and Training.

 **Eligibility**

An applicant must:

1. teach in French in an immersion school, teach a French course (English Program) or be designated by a school division as a potential French teacher (a substitute teacher may be designated by a school division) or be a coordinator, consultant, librarian or member of the administrative personnel of a school offering a French Immersion Program or French courses (English Program);
2. have a valid Manitoba teacher's certificate
3. be registered for Mini-FIT for 2 sessions from April 26 to 28 and May 10 to 12, 2018
4. have a proficiency level of Beginner 3 and up

An applicant must also:

1. be a Canadian citizen or permanent resident

2. be a “Manitoba resident”, that is, having lived in Manitoba for 12 consecutive months ending the day before the first day of the program and having resided in Manitoba for a purpose other than a study program

 **Bursary Amount**

Bursaries in the amount of $350 are available to teachers who have registered for both Mini-FIT sessions. A supplementary amount of $125 maximum per day (or $62.50 for a half-day) may be awarded to cover the cost of a substitute teacher for Friday, April 27th and Friday, May 11th, 2018.

The bursaries will be paid directly to the Université de Saint-Bonifaceon behalf of each participant. They will be awarded subject to the French level courses offered based on enrolment. If the number of eligible applications exceeds the budget for 2017-2018, bursaries will be awarded by random draw.

Certain scholarships, fellowships and bursaries received by an individual are excluded from the taxable income to be reported on his/her tax return. Bursary recipients must contact the Canada Revenue Agency directly for information.

 **Conditions**

The application deadline is **Friday, March 30th, 2018**. Applications received after the deadline will be placed on a waiting list. They will only be considered if there are funds remaining in the 2018-2019 bursary budget, after all other requests are funded.

Any change in your program of study must be reported immediately to the Provincial Coordinator.

The Minister of Education and Training may cancel or reduce the amount of a bursary, or require a recipient to reimburse all or part of any bursary, if there is misrepresentation or error on the bursary application or any other circumstance the Minister considers sufficient.

 **Application Procedure**

1. Complete all sections of the application form.
2. Provide a photocopy of your Social Insurance Card or some other document proving that you have a Social Insurance Number.

*NOTE : If you are a recent graduate from a faculty of education of the current school year, we will need a photocopy of your diploma and a photocopy of your Manitoba Teachers’ Certificate, once you receive them.*

1. Submit your application and required documents **by March 30th, 2018**, by mail, fax or email, to:

***Provincial Coordinator,*** *Official Languages Programs*

*Bureau de l'éducation française, 509-1181 Portage Avenue, Winnipeg MB R3G 0T3*

*Email:* *languesofficielles@gov.mb.ca* *Fax: 204-945-1625*

|  |
| --- |
| **Mini-FIT (Mini-French Immersion for Teachers) - Spring 2018***Official Minority Language Teacher Awards* |
|  |
|  |
| **1 – Personal Data** |
|  |
| Surname:       | Social Insurance Number *(attach proof)*:   -   -    |
| Given name(s):      | First language:[ ]  French [ ]  English [ ]  other |
| Permanent mailing address (number, street, or P.O. Box):      |
| City or town:       | Province:       | Postal code:       | Phone number:    -   -     |
| Email:       |
| Manitoba Teachers’ Certificate number:       |
| Citizenship : [ ]  Canadian citizen [ ]  Permanent resident |
|  |  |  |
| **2 – Work and Education History** |
|  |
| **A** |  | I graduated in      *(year)* E-mail address: | from *(name of institution)*        | Province:       |
| Degree:        |
|  |  |  |
| **B** |  | Employer *(name of school):*        |
| School division:        |
|  |  |  |
| **C** |  | I teach or will be teaching  |
| [ ]  in a French Immersion school |
| [ ]  a French course (English Program) |
| [ ]  other *(please specify)*        |
|  |  |  |
| **D** |  | Are you a substitute teacher? [ ]  yes [ ]  no |
| Will you be requesting a substitute teacher for Friday, **April 27th** ? [ ]  yes [ ]  no |
|  Friday, **May 11th ?** [ ]  yes [ ]  no |
| ***Note****: This application is for the bursary only. If you have not already registered at the USB,**you must contact them at 204-235-4400 to register for the FIT program.* |
| **3 – Declaration of Applicant** |
| I declare that:* all the information given in this application is complete and true in every respect
* I will notify the Provincial Coordinator of Official Languages Programs at the Bureau de l'éducation française if there are any changes in my program of study

I understand and agree that:* my personal information may be shared with the Provincial Coordinator of Official Languages Programs at the Bureau de l’éducation française, any provincial or federal government agencies or authorities and any other parties, if needed, to verify this application
 |
| Signature : | Date : |