**Aim**

This bursary is offered to current and potential French teachers who choose to pursue their professional development in French by taking courses **between April 1st and August 31st** at a bilingual or French language accredited postsecondary institution in Canada. This bursary program 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 a Français or French Immersion school, or teach a French course (English Program) or be designated by a school division as a potential teacher of French

or

 be a coordinator, consultant, librarian, or member of the administrative personnel at a school offering the Français or French Immersion Program or French courses (English Program)

1. have a valid Manitoba teacher’s certificate or be a graduate from a faculty of education by the end of the current school year

3. be registered for one of the following courses between April 1st and August 31st:

- an out-of-province French Immersion program or credit course (offered in French) of at least two weeks duration

* a *stage de perfectionnement* offered by the *Association canadienne d’éducation de langue française (ACELF)*

in Quebec City

* a credit course from the Faculty of Education offered at the Université de Saint -Boniface.

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**

Bursary recipients will receive $300 per week for an out-of-province course or $300 per credit course offered by the Université de Saint-Boniface (to a maximum of $1,200). A $1,000 bursary is offered for the ACELF summer course.

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 further information.

 **Payment of the bursary**

All bursary recipients will have to provide proof that they have completed the course. Bursary cheques are issued at the beginning of September.

 **Conditions**

The application deadline is **April 30th, 2018**.

If the number of eligible applications received on or before the deadline date exceeds the budget for 2018--2019, bursaries will be awarded by random draw.

Applications received after the deadline will be placed on a waiting list by date received. They will only be considered if there are funds still available 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 at the Bureau de l’éducation française.

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 photocopiesof each of the following documents:
* your Social Insurance Card or some other document proving that you have a Social Insurance Number
* a course description (for provincial authority approval)
* your acceptance letter from the institution\* (for out-of-province courses)

\* If you have not yet received your acceptance letter, please indicate this in section 3D, and submit your application form without it. Once your letter has been received, you must send it **immediately** in order to complete your file.

*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 April 30, 2018*** 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

**2010-2011**

|  |
| --- |
| **1 – Personal Data** |
|  |
| Surname:       | Social Insurance Number:   -   -    |
| 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:       |
| In which language do you prefer to receive future correspondence? [ ]  French [ ]  English |
| Citizenship: [ ]  Canadian citizen [ ]  Permanent resident |
| Manitoba Teachers’ Certificate number:       |
|  |  |  |
| **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 school | [ ]  in a French Immersion school |
| [ ]  a French course (English Program) |
| [ ]  other *(please specify)*        |
|  |  |  |
| **D** |  | Are you a substitute teacher? [ ]  yes [ ]  no  |
|  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **3 – Course Information** |
|  |
| **A** |  | During the spring or summer of 2018, I will be enrolled at       *(Name of institution)* |
|  |  |  |
| **B** |  | Type of course[ ]  French Immersion Program (out-of-province) [ ]  ACELF |
| [ ]  Credit course – course number and name       [ ]  Other (please specify)        |
|  |  |  |
| **C** |  | Period of studies: from   /     *(Month/Year)* to   /     *(Month/Year)* Number of weeks       |
|  |  |  |
| **D** |  | Have you applied? [ ]  yes [ ]  no Have you been accepted? [ ]  yes [ ]  no |

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|  |
| **4 – 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: |