



# ARTA CERTIFICATE/DIPLOMA SCHOLARSHIP

The ARTA CERTIFICATE/DIPLOMA SCHOLARSHIPS are made possible by the generosity of the Alberta Retired Teachers' Association (ARTA). ARTA provides scholarships to students who are in a certificate or diploma program of two or more years at an accredited post-secondary institution and are related to an ARTA member.

These scholarships recognize academic achievement plus community involvement and volunteer work. Future goals, personal accomplishment, and supporting letters will also be significant in the overall determination of the scholarship recipients.

## CRITERIA

1. The Scholarship Selection Committee will consider all valid applications. The committee's decision is final.
2. The value of the scholarship fund is dispersed as follows:
  - **\$5,000.00** (*up to two will be awarded*)
  - **\$3,000.00** (*up to two will be awarded*)
  - **\$2,000.00** (*up to two will be awarded*)
3. Applications are welcome from **direct relatives** (children, grandchildren, 1st and 2nd generation nieces and nephews) who are sponsored by current ARTA members.
4. The scholarships are limited to those applicants who have successfully completed one or more full years of a **certificate/diploma** program provided by an accredited post-secondary institution. An **official transcript** from an accredited post-secondary institutions must accompany the application. (Only official transcripts will be returned.)
5. Applicants must be registered for the following year of the certificate/diploma program.
6. Applicants must supply **only two letters of reference**. Contact information with the name, address, telephone number and email address of each reference must be included. The selection committee reserves the right to contact references.
7. The ARTA office must receive applications **no later than July 31** of the current year.
8. Scholarship applicants will be notified of the committee's **decision by September 15** of the current year.
9. Applicants who have **previously received** a Degree Scholarship or a Certificate/Diploma Scholarship through ARTA **do not qualify** for a subsequent scholarship.
10. Applications may be obtained by contacting ARTA by emailing [info@arta.net](mailto:info@arta.net), by calling locally (780) 822-2400 or toll-free 1-855-212-2400, or downloading the application form from the ARTA website at [arta.net](http://arta.net).





# ARTA CERTIFICATE/DIPLOMA SCHOLARSHIP

## CHECKLIST

Before an application is considered valid it **MUST** include the following items:

Application

**completed** ARTA CERTIFICATE/DIPLOMA SCHOLARSHIP application form  
signatures of the applicant and sponsoring member

**Official transcript** of Academic Marks

the **accredited** post-secondary institution attended  
the last **full** year completed in your certificate/diploma program

Letters of Reference

**two letters of reference** must be included with the application

**COMPLETED APPLICATIONS MUST BE RECEIVED BY JULY 31 OF THE  
CURRENT YEAR. INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**

Please send your completed application to:

**Scholarships**  
**Alberta Retired Teachers' Association**  
**11835 149 Street NW**  
**Edmonton AB T5L 2J1**

**OR** send via email at [scholarships@arta.net](mailto:scholarships@arta.net)

**ARTA reserves the right to publish the name, picture and program  
information of each successful recipient.**





# ARTA CERTIFICATE/DIPLOMA SCHOLARSHIP APPLICATION FORM

Deadline: July 31 of the current year

## PERSONAL DATA

Surname \_\_\_\_\_ First Name \_\_\_\_\_ Initial \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Relationship to Sponsoring ARTA Member \_\_\_\_\_

## ARTA SPONSORING MEMBER'S DATA

Surname \_\_\_\_\_ First Name \_\_\_\_\_ Initial \_\_\_\_\_

ARTA Sponsoring Member Number \_\_\_\_\_ Expiry Year \_\_\_\_\_

## POST-SECONDARY INSTITUTION

Name of Institution \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Name of the Program \_\_\_\_\_ Length of Program \_\_\_\_\_

Years Completed \_\_\_\_\_ Certificate/Diploma Sought \_\_\_\_\_

**If transferring**, Name of Institution \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Name of the Program \_\_\_\_\_

Length of Program \_\_\_\_\_ Certificate/Diploma Sought \_\_\_\_\_

Year of Expected Completion \_\_\_\_\_ No. of Years in Program \_\_\_\_\_

## VALIDATION SIGNATURES (required)

***By signing this application, you agree the information disclosed is accurate and complete to the best of your knowledge at the time of signing.***

Applicant's Signature

ARTA Sponsoring Member's Signature





# ARTA CERTIFICATE/DIPLOMA SCHOLARSHIP APPLICATION FORM

Deadline: July 31 of the current year

**Briefly summarize significant and relevant achievements from areas of your life emphasizing school, community involvement, and volunteer work.**





# ARTA CERTIFICATE/DIPLOMA SCHOLARSHIP APPLICATION FORM

Deadline: July 31 of the current year

**Explain how your choice to enter this certificate/diploma program contributes to achieving your future career ambitions.**





# ARTA CERTIFICATE/DIPLOMA SCHOLARSHIP APPLICATION FORM

## Letter of Reference—One

### REFERENCE INFORMATION

Surname \_\_\_\_\_ First Name \_\_\_\_\_ Initial \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Email Address \_\_\_\_\_

Home Phone Number \_\_\_\_\_ Work Phone Number \_\_\_\_\_

**1. How long have you known the applicant and in what capacity?**

**2. Describe the character of the applicant.**

**3. Describe the applicant's qualities as they relate to leadership, communication skills, community involvement, volunteerism and other achievements.**

**4. Describe any other factors that should be considered by the Selection Committee.**

### REFERENCE SIGNATURE (required)

\_\_\_\_\_

Reference Signature

\_\_\_\_\_

Date





# ARTA CERTIFICATE/DIPLOMA SCHOLARSHIP APPLICATION FORM

## Letter of Reference—Two

### REFERENCE INFORMATION

Surname \_\_\_\_\_ First Name \_\_\_\_\_ Initial \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Email Address \_\_\_\_\_

Home Phone Number \_\_\_\_\_ Work Phone Number \_\_\_\_\_

**1. How long have you known the applicant and in what capacity?**

**2. Describe the character of the applicant.**

**3. Describe the applicant's qualities as they relate to leadership, communication skills, community involvement, volunteerism and other achievements.**

**4. Describe any other factors that should be considered by the Selection Committee.**

### REFERENCE SIGNATURE (required)

\_\_\_\_\_

Reference Signature

\_\_\_\_\_

Date

