

## Guidelines: Lisa Huus Bursary

### About the bursary



Lisa Pauline Huus was a pioneer for people with disabilities seeking access to mainstream education in British Columbia. She was the first student with a significant disability (Muscular Dystrophy) to attend the BC public school system, in Victoria, British Columbia, and graduated from Claremont Senior Secondary School in 1985. She continued to be a trailblazer for other students with disabilities and went on to study at the University of Victoria. She was a third-year sociology student when she passed away.

The Lisa Huus Memorial Bursary Fund was established in 1988 by Lisa's family and has been supported by personal donations in memory of Lisa and by fundraising activities undertaken by the Huus family and the bursary committee.

### How to apply:

#### 1. Ensure that you meet the eligibility requirements

Eligible applicants must meet **all** the following conditions:

1. Be a Canadian citizen or permanent resident.
2. Be enrolled in an accredited college or university in British Columbia or Alberta.
3. Be a person with significant physical disabilities or ongoing health challenges, such as someone who:
  - requires a personal attendant
  - is dependent on a mechanical device for mobility or maintenance of body functions
  - requires major continuing therapies OR
  - has other significant special needs.

Applicants with mental health challenges are welcome to apply, **if they also** have a significant physical disability.

## 2. Gather information and supporting documents

For privacy reasons, the online system does not have the ability to store information. Applications need to be completed in full at one time. **You will not be able to save and come back to your application.** Closing the online application prior to submitting will result in loss of data so it is recommended that all necessary information and documents are gathered and accessible prior to starting an application.

The following information will be needed to complete an application:

### General applicant information

- Name and contact information
- Status in Canada - applicants must be a Canadian citizen or permanent resident to apply

### Academic information

- Name of institution, student number, and field of study
- Academic transcript for the last two years of study (**\*you will need to upload this document**)

### Medical information

- Current medical conditions/disabilities
- Letter of Disability certification (**\*you will need to upload this document if applicable**)

**\*New applicants\* must** provide a signed letter from a medical professional (physician, physiotherapist, or occupational therapist). This letter should include:

- The professional's name, title, phone number and address, official stamp or letterhead, and signature;
- The date of the assessment;
- A statement of the nature of the disability;
- An explanation of the functional impact of the disability on your education; and
- Recommendations for any specific accommodations that will assist in the pursuit of a post-secondary education.

Please note that your medical professional may charge a fee to prepare this letter

**\*Repeat applicants\*** can choose to upload a new letter if their condition has changed.

### Financial information

- Complete budget information regarding anticipated expenses and income for the upcoming school year. Please use the total amount for the year when inputting the amount.  
For example: Transportation = \$50/month x 12 months = **\$600** ← use this amount

### Statement of personal goals

- Write a 500 to 1000 word statement of personal goals (**\*you will need to upload this document**)
  - This outlines applicant's goals, reasons for pursuing higher education and how their disability impacts their daily activities and studies
  - **\*Repeat applicants\*** to provide an update on their experience pursuing higher education over the past year.

## Reference

- Provide name, phone number and email for reference
- Reference must be from a teacher or professor who has taught the applicant

All documents marked with an \* will need to be uploaded with your application. Uploaded documents must be in one of the following formats: .pdf, .doc, .jpg

**A summary of application questions can be found on the end of this document.**

### 3. Complete online application with required documents uploaded

Go to <https://islandkidsfirst.com/lisa-huus-bursary/> and click on the 'apply' button under **step 2**

**Please remember that you cannot save the application. Closing the application prior to submitting will result in a loss of data.**

### 4. Reference Form

Go to <https://islandkidsfirst.com/lisa-huus-bursary/> and download the Reference form found under step 3. This form must be completed by a teacher or instructor who has taught the applicant since their last application cycle. Email the form to [bursaries@islandkidsfirst.com](mailto:bursaries@islandkidsfirst.com), **by May 31, 2023**, with subject line: Lisa Huus Bursary. The committee may contact the referee directly for additional information.

## Application process

March 31 - Applications open

May 31 – Deadline to receive all online applications and supporting documents. You will be sent a confirmation email once we have received all your supporting documentation and your application is considered complete.

By end of June – All applicants will be contacted via email regarding the outcome of their application

By mid August – Funds will be sent directly to the institutions and credited to your student account

## Who should I contact for help?

Aidan Johnston, Senior Fund Development Coordinator

250-940-4950 ext 106 | [bursaries@islandkidsfirst.com](mailto:bursaries@islandkidsfirst.com)

**A summary of application questions is provided to help you prepare.**

### **General applicant information**

Full name, birth date, email address, phone number, full postal address.

Are you a repeat applicant?

What is your status in Canada?

### **Academic information**

Which accredited academic institution will you be attending?

Student # if known

What is your field of study?

Academic transcript for the last 2 years of study **(\*you will need to upload this document)**

### **Medical information**

Please share a list of your current medical conditions/disabilities.

Please select the appropriate status regarding your disability certification letter.

- New applicant - letter uploaded
- Repeat applicant new condition – new letter uploaded
- Repeat applicant new condition – no letter required

Letter of Disability certification **(\*you will need to upload this document if applicable)**

### **Financial information**

*Please include full cost for each item for a **12 month period**. If not applicable, please enter 0*

Expenses: Please list your anticipated expenses for the upcoming school year.

- Tuition
- Textbooks
- Living expenses (ie. rent, groceries, internet, phone)
- Special needs assistance (ie. medications, equipment)
- Ongoing therapy
- Other expense
- Other expense description
- Total Expenses *(automatically calculates)*

Income: Please list your anticipated income for the upcoming school year.

- Employment
- Disability assistance
- Student loans
- Savings
- Family support
- Other scholarships or bursaries
- Other income
- Other income description
- Total income *(automatically calculates)*

### **Statement of personal goals**

Statement of personal goals **(\*you will need to upload this document)**

### **Reference**

Referee contact information.

Referee full name and at least one of the following:

Referee phone number

Referee email address