



CO-OPERATORS BURSARY FOR STUDENT MEMBERS POLICY & PROCEDURES

The New Brunswick Association of Social Workers (NBASW) is an association that protects the public and promotes excellence in social work practice. The Co-operators home and auto insurance, in partnership with the NBASW, are pleased to offer six student bursaries awarded on an annual basis. This bursary may be accessed by NBASW student members who are full-time social work students or full-time students of a recognized social work technician program at the following New Brunswick institutions:

- Université de Moncton School of Social Work,
- St. Thomas University Mi'kmaq/Maliseet Bachelor of Social Work program
- St. Thomas University School of Social Work mainstream programs.
- University of New Brunswick Saint John School of Social Work
- New Brunswick Community College
- Collège communautaire du Nouveau-Brunswick

To be eligible to apply for Co-operators Bursary for Student Members, the candidate must:

- 1) Be a student member with the New Brunswick Association of Social Workers; and
- 2) Be a full-time student in an accredited Bachelor or Master of Social Work program or a recognized social work technician program at one of the following institutions: l'Université de Moncton School of Social Work, The St. Thomas University M'ikmaq Maliseet Bachelor of Social Work program, the mainstream St. Thomas University School of Social Work, University of New Brunswick Saint John School of Social Work, New Brunswick Community College, or Collège communautaire du Nouveau- Brunswick.
- 3) Not have previously received a Co-operators Bursary for Student Members.

Procedure

Please submit the following application form to the NBASW office and note that incomplete application forms will not be accepted.

Important dates

| Application period if you are currently enrolled | | |
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| Important dates | Application deadline: | Target month to forward results to the bursary recipient and all applicants: |
| Université de Moncton School of Social Work | January 31 st | February |

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| University of New Brunswick Saint John School of Social Work | January 31 st | February |
| M'ikmaq / Maliseet BSW program | March 1 st | March |
| The mainstream St. Thomas University School of Social Work | November 1 st | November |
| New Brunswick Community College | November 1 st | November |
| Collège communautaire du Nouveau-Brunswick | November 1 st | November |

Bursaries available and frequency of fund

The six bursaries available are:

- One bursary of \$500.00 to student members at l'Université de Moncton School of Social Work; and
- One bursary of \$500.00 to student members at the St. Thomas University Mi'kmaq/Maliseet Bachelor of Social Work program; and
- One bursary of \$500.00 to student members at the mainstream St. Thomas University School of Social Work; and
- One bursary of \$500.00 to student members at University of New Brunswick Saint John School of Social Work; and
- One bursary of \$500.00 to student members at New Brunswick Community College; and
- One bursary of \$500.00 to student members at Collège communautaire du Nouveau-Brunswick

Administration of the fund

The provincial office is responsible for the following activities in relation to the administration of the fund:

- A notice regarding the bursary will be sent to all applicable educational institutions in the province of New Brunswick and to all members of the NBASW each year. This notice will consist of the Policy and Procedures; the application forms; and the application deadline.



- Once the deadline for applications is passed, the delegate from the provincial office will ensure that copies of all applications are sent to members of the Selection Committee. These will be sent in such a fashion as to protect the confidentiality of the applications. The originals will be kept at the NBASW office.

The Selection Committee is responsible for the following activities in relation to the administration of the fund:

- Selection Committee members must declare any Conflict of Interest, as defined in the NBASW Conflict of Interest Policy, and as such, take appropriate steps, such as remove themselves of the specific decision. If the committee is unable to make the selection, the provincial office will appoint another committee responsible for the selection on an ad hoc basis.
- The Selection Committee will review each application and select a recipient and runner-up.
- The Selection Committee will inform the Executive Director the name of the recipient, including the runner up of the bursary.

In the event where there are no candidates applying for the NBASW Student member and Co-operators bursary fund from an educational institution, that School will lose the bursary for that school year and a recipient from another applicable educational institution will be chosen. This selection will be at the discretion of the Selection Committee.

If the Selection Committee is unable to make the selection one year, due to conflicts of interest or other reasons, the provincial office will take the appropriate steps to ensure a recipient is selected and the funds are distributed, which may include appointing another committee as the ad hoc selection committee.

Following the selection of the recipient, the provincial office is responsible for the following activities in relation to administration of the fund:

- The NBASW will contact the bursary recipient, request a photo, and transfer the appropriate bursary funds to the recipient.
- Non-selected applicants will receive a letter from the NBASW office.
- If the nominee decides not to continue his/her studies, the bursary will be given to the runner-up.



- The NBASW office will make an announcement of the bursary recipients in a Newsletter and/or on social media each year.

For more information, please contact the NBASW office at:

P.O. Box 1533, Station A
Fredericton, NB
Phone: 506-459-5595 or toll free: (877) 495-5595
Fax: 506-457-1421
info@nbasw-attsnb.ca
www.nbasw-attsnb.ca

Approved by the Board of Directors
November 30, 2024