

## **Summer Student Bursary Policy 226, 2025**

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The following was approved by the Chief Administrative Officer (CAO) as an Administrative Policy on **December 1, 2025**.

### **PURPOSE**

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To recognize and support post-secondary students who contribute to the District of Lake Country through summer employment, by providing financial assistance toward their continued education.

### **POLICY**

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#### **1. ELIGIBILITY CRITERIA**

- 1.1 To be eligible for a Summer Student Bursary Award, the student must meet all of the following requirements:
- (a) Employment Duration: Must have successfully completed a summer term employment (full-time) with the District of Lake Country for a minimum of 12 weeks.
  - (b) Post-Secondary Enrollment: Must be starting or returning to a recognized post-secondary institution in the upcoming academic year.

#### **2. AWARD DETAILS**

- 2.1 Bursary Amount: Bursaries may be awarded up to a maximum of \$1,000 CAD per eligible student.
- 2.2 Payment Method: Bursary funds will be paid directly to the students' post-secondary institution on behalf of the student.
- 2.3 Number of Awards: The number and value of bursaries awarded annually will be subject to budget availability and departmental discretion in accordance with Section 3.2.

#### **3. APPLICATION & SELECTION PROCESS**

- 3.1 Eligible students must submit a Bursary Application Form to the issuing foundation by the specified deadline.
- 3.2 Final decisions will be based on eligibility, performance evaluations, and available funding.

**4. APPROVALS, AMENDMENTS AND ANNUAL REVIEWS**

- 4.1 This policy will be reviewed annually by the Human Resources department to ensure alignment with organizational goals and budgetary constraints.

Date	Approver	Type

Original signed by  
Paul Gipps, Chief Administrative Officer

December 1, 2025  
Date