

STUDENT EXCHANGE AND MOBILITY AWARD APPLICATION

Instructions for Independent School Applications

Award Information

The Student Exchange and Mobility Award was created in 2015 to encourage B.C. students to go abroad in order to foster intercultural skills and knowledge, invaluable for both personal and educational development. Increasing the intercultural competence of B.C. students also promotes a more welcoming environment for international and domestic students, and builds upon the reputation of B.C. as a global leader in International Education.

In support of Memoranda of Understanding (MOU) agreements with partner governments, activities must involve travel to: China, France, Italy or Japan.

Applicants must have the support of their independent school. Each independent school may support only one application for the Student Exchange and Mobility Award.

Award Value – \$5,000 - \$10,000

Deadline: November 25, 2016

Eligibility Criteria

All of the following criteria must be met to be eligible to apply for the Student Exchange and Mobility Award. Activities must:

- be organized for travel to China, France, Italy or Japan – other destinations are not eligible at this time;
- be organized and sanctioned by a B.C. independent school, serving any range between Grade 8 and Grade 12;
- have a minimum of five (5) B.C. students participating (there is no student maximum); and,
- have a minimum duration of one week.

NOTE: travel may already have occurred at the time of application as funds can be applied to eligible expenses incurred at any time between August 15, 2016 and July 31, 2017.

Application Instructions

1. Each independent school may select one program for nomination.
2. Part I (Award Application) should be completed by the trip leader – a person at the school who is responsible for the trip/travel.
3. Part II (Statement of Support) should be completed by the school's principal.
4. The entire application package (Parts I & II) and all supporting documentation must be submitted by email with the subject line reading "2016-17 Student Exchange and Mobility Award Application" directly to the British Columbia Council for International Education (BCCIE) at bccie@bccie.bc.ca in a **single electronic PDF** (i.e., please scan all documents into a single file) by **November 25, 2016**.

NOTE: Late or incomplete submission packages will not be considered.

Award Evaluation and Notification

- Successful applicants will be chosen by a lottery, taking regional and financial considerations into account.
- Applications that are incomplete or inconsistent with the goals and criteria of the program will be disqualified.
- Successful applicants and school administrators will be notified by email.
- Before the end of January 2017, notification and a cheque for the full award value will be sent to the school.
- In the event that there are insufficient applications that meet the eligibility criteria, award amounts may be increased or funding may be offered to specific partners to support other similar K-12 student mobility initiatives.
- Successful applicants may be contacted for testimonials and images at a later point to be used for promotional purposes, with their consent.
- Preference may be given to students who are going to MOU-partner locations (Zhejiang, China; Jiangsu, China; Beijing, China; Heilongjiang, China; Guangdong, China; France; Italy; Tokyo Board of Education, Japan).

Requirements of Award Recipients

- A post-travel report from the trip leader must be submitted to BCCIE detailing activities undertaken during travel and budgetary expenditures (in relation to the funding provided).

NOTE: Eligible activities toward which this funding may be applied include airfare and accommodation for students.

Personal Information

The collection of the personal information on this form is authorized as per Section 26(c) of the *Freedom of Information and Protection of Privacy Act*, for public schools, or section 8(1) or 12(1)(f)(i) of the Personal Information Protection Act, for independent schools. The purpose of the collection is to determine the applicant's eligibility for the scholarship. The personal information will be shared with the Ministry of Education and the British Columbia Council for International Education which will make the final award decision. Questions regarding the collection or disclosure of the personal information can be directed to the applicant's school officials or:

Lead – International Education

International Education Branch

Ministry of Education

PO Box 9153 STN PROV GOV

Victoria, B.C.

V8W 9H1

International.Education@gov.bc.ca

250-387-8037

Questions regarding the application can be addressed to bccie@bccie.bc.ca



PART I - AWARD APPLICATION - TO BE COMPLETED BY THE TRIP LEADER

The trip leader is a person at the school who is responsible for the trip/travel.
 You must complete and submit Part I, including the additional documentation, to your principal.

A. APPLICANT INFORMATION

School Information

Independent School Name: _____ Independent School Telephone Number: _____
 City/Town: _____ Region (please refer to the [map](#) on the ministry website): _____

Trip Leader Information (i.e. person at the school who is responsible for the trip/travel)

Full Name (First Name, Last Name): _____ Position at School: _____
 Telephone Number: _____ Email Address: _____

School Principal Information

Name of School Principal: _____ Telephone Number: _____ Email Address: _____

Trip Details

Title for Trip (E.g., School Name: Cultural Exchange Activity to Beijing and Shanghai): _____

Destination: _____

Anticipated # of Students Attending: _____ # of Chaperones Attending: _____ Start Date (mm/dd/yy): _____ End Date (mm/dd/yy): _____

City(s) and/or Province(s): _____ Country: _____

Name of Foreign Partner Institution(s) if applicable: _____

B. ADDITIONAL DOCUMENTATION

- Please include the following information in your application
- List of chaperones attending and their role with the school
 - Draft itinerary for the study abroad program
 - Statement of Purpose for travel (maximum 2 pages) including specific details for:
 - pre-travel learning/preparation
 - post-travel learning/knowledge dissemination
 - Statement of Support (Part II) from independent school principal

C. I HAVE READ AND UNDERSTAND THE INSTRUCTIONS, AND DECLARE THAT:

- i. All information provided is true and complete, and I understand it is subject to audit;
- ii. This activity is organized and sanctioned by a B.C. independent school, serving any range between Grade 8 and Grade 12 for the period stated; and,
- iii. I will immediately notify the British Columbia Council for International Education in writing if I resign as primary organizer for this activity or if travel does not occur.

 Signature of Applicant

 Today's Date

Part II - STATEMENT OF SUPPORT - TO BE COMPLETED BY THE SCHOOL PRINCIPAL

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The purpose of this section is to ensure that the trip has the support of the school's principal.

School Principal Information

Full Name (First Name, Last Name):

Trip Name (please use the same name as that provided by the Trip leader in Part I of the Application):

As the school's principal, I support this application.

I am aware that each independent school may only put forward one application for the Student Exchange and Mobility Award.

Signature of School Principal

Today's Date

Submission Instructions

The trip leader or school's principal must submit the entire application package (Parts I & II) and all supporting documentation directly to the British Columbia Council for International Education (BCCIE) at bccie@bccie.bc.ca with the subject line reading "2016-17 Student Exchange and Mobility Award Application" in a **single electronic PDF** (i.e., please scan all documents into a single file).

NOTE: Late or incomplete submission packages will not be considered.

Application Deadline: November 25, 2016