

# French Education Bursary Eligibility Criteria

## Bursaries for Full-Time Students Table

	Bursary for	Who is eligible?	To study where?	Conditions	Amount	Additional details
FULL-TIME STUDENTS TABLE	<b>Post-secondary Education in French*</b> (Application Deadline: see below)	<b>Full-time**</b> post-secondary students (incl. certificate, diploma, bachelor's, master's and PhD), excluding teacher education programs in B.C. (see Pre-service French Teachers bursary below).	In person at any Canadian post-secondary institution.	At least 55% of courses must be taught in French each semester, or on average over both semesters.	\$625 per semester (up to \$1250 per year and \$5000 per student) <ul style="list-style-type: none"> <li>• Max of 2 years for Masters</li> <li>• Max of 3 years for PhD</li> </ul>	<ul style="list-style-type: none"> <li>• Students completing teacher training <b>outside of BC</b> are eligible for this bursary.</li> <li>• If you are taking post-secondary courses <b>part-time**</b> and are a teacher currently employed by a BC school district or independent school, you <b>must</b> apply for the Bursary for Teachers – University Courses in French.</li> <li>• Simon Fraser University students must <a href="#">apply directly to SFU</a>.</li> </ul>
	<b>Pre-service French Teachers</b> (Application Deadline: see below)	Students in a full-time teacher education program in B.C. who are taking at least 55% of their classes in French (currently possible only at UBC and SFU).	Bursaries for pre-service French teachers are managed by the universities directly. Bursaries are valued at a maximum of \$1600 per student. For more information on the availability and value of bursaries, please contact: <ul style="list-style-type: none"> <li>• <b>UBC:</b> <a href="#">UBC Teacher Education Office</a>, Faculty of Education.</li> <li>• <b>SFU:</b> <a href="#">Fara Razafinarivo</a>, Office of Francophone and Francophile Affairs.</li> </ul>			

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\* Only open to Canadian citizens and permanent residents who have been living in BC for 12 consecutive months when classes begin (excluding time spent outside of B.C. pursuing post-secondary education).

\*\* To be considered a full-time student you must take at least 3 courses per semester at the undergraduate level, or 2 courses per semester (or equivalent) at the graduate level.

### ***Additional Information - All Bursaries***

- Bursaries can be combined with other sources of funding, including student teacher credits, provided that the amount of the bursary does not exceed the total costs incurred.
- Online courses do not qualify except for the Bursary for Teachers – University Courses in French.
- All bursaries are considered taxable income. Recipients will be issued a T4A slip for the taxation year.

### ***How to apply***

- Please complete the online form at <https://www.bcedextranet.gov.bc.ca/bursary/>

### ***Deadlines***

**APPLY by February 28** for courses ending between June 1 of the previous year and May 31 of the current year. (e.g. Feb 28, 2021 is the deadline to apply for courses ending between June 1, 2020 and May 31, 2021). **Bursaries are awarded on a first-come, first-served basis.**

**SUBMIT Enrollment Confirmation and Reimbursement Forms by June 30** for courses ending between June 1 of the previous year and May 31 of the current year (e.g. you have until June 30, 2021 to submit your enrolment confirmation form for a course ending between June 1, 2020 and May 31, 2021).

### ***Next steps***

1. Once the application has been reviewed, the Ministry will notify the candidate by email of the status of the application (ineligible, approved, or waiting list). Please note that we are unable to provide individual updates on the status of bursaries, as doing so significantly increases bursary processing times.
2. If your bursary application is incomplete, or if any further information is required to process your application, we will contact you by email, and you will have an opportunity to supply the required information.
3. To receive a bursary payment, candidates must submit the required form (see table below). These forms are available on our [web page](#). A separate form for each semester must be submitted [online](#).

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Bursary for	Document(s) required for payment
<b>Post-secondary Education in French</b> (Deadline: June 30 <sup>th</sup> )	<p><a href="#">Confirmation of Enrollment Form</a> – May be submitted as soon as classes have begun. Students at Simon Fraser University must not apply to the Ministry, as SFU manages the bursary directly.</p> <p>Instead of a completed Confirmation of Enrollment Form, the Ministry will also accept an email from a representative of the post-secondary institution confirming that the candidate was enrolled as a full-time student during the period in question, and that lists the courses taken, the tuition paid, and the language of instruction of each course.</p>

4. Once this form has been approved, the Ministry will issue a payment for the semester or course in question. The applicant will be notified by email that a bursary payment is pending.
5. For bursaries that are paid out in two installments, candidates must submit the required form (see above) for the second semester.

Please notify us if your **name or address changes** after you submit your application for a French Education bursary, but before you receive your final bursary payment.

Cheques are issued payable to the applicant and sent to the applicant’s mailing address. Please allow six to eight weeks from the date that you receive the email payment notification for your cheque to arrive.

## Bursaries for Teachers Table

	Bursary for	Who is eligible?	To study where?	Conditions	Amount	Additional details
<b>TEACHERS</b>	<b>Teachers – Professional Development in French</b> (Application Deadline: see below)	Teachers holding a BC teaching certificate or Letter of Permission to teach*** (current employment with a BC school district <b>not</b> required) <b>AND Early Childhood Educators (ECE)</b> certified by MCFD.	In any in-person training program in French language and/or French teaching methods offered in Canada or conference hosted by <a href="#">ACELF</a> , <a href="#">ACPI</a> , <a href="#">APPIPC</a> , <a href="#">BCATML</a> , or <a href="#">CASTL/ACPLS</a> .	Must include at least 15 hours of in-person instruction in French.  †Note: online versions of in-person training or conference will be accepted for 2020-2021 and 2021-22.	Registration fees of up to \$1500 for <b>one training program</b> per year and up to \$300 for <b>one conference per year</b> , plus travel subsidy (see <b>next page for details</b> ).	Please apply directly to the organization for: <b>BCLCA</b> <a href="#">Annual conference</a>  <b>UBC</b> ( <a href="mailto:french.centre@ubc.ca">french.centre@ubc.ca</a> ) - <a href="#">French Immersion Summer Institutes</a> - <a href="#">Institut de français - UBC à Québec</a>  <b>UVic</b> ( <a href="mailto:UVCS.Languages@uvic.ca">UVCS.Languages@uvic.ca</a> ) - <a href="#">La Maison Française</a>
	<b>Teachers – University Courses in French</b> (Application Deadline: see below)	Teachers currently employed by a BC school district or independent school (including Teachers on Call).	Courses on the French language and French teaching methods, and/or other courses for credit at an accredited Canadian post-secondary institution.	Courses must be taught predominantly in French, <b>in person or online</b>	25% of tuition fees up to \$600 per semester. • Max 2 years at \$1500/year for Graduate Diploma, Masters or unclassified students • Max 3 years at \$2000/year for doctoral students	• Teachers currently employed by a BC school district or independent school who are taking post-secondary courses part-time** must apply for this bursary, rather than the Bursary for Post-secondary Education in French. • Simon Fraser University student must <a href="#">apply directly to SFU</a> .

\*\* To be considered a full-time student you must take at least 3 courses per semester at the undergraduate level, or 2 courses per semester (or equivalent) at the graduate level.

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\*\*\* Non-certified teachers from independent schools classified under Group 3 may provide a letter from the school administration confirming their employment instead.

### ***Additional Information***

- Bursaries can be combined with other sources of funding, including student teacher credits, provided that the amount of the bursary does not exceed the total costs incurred.
- Online courses do not qualify except for the Bursary for Teachers – University Courses in French.
- All bursaries are considered taxable income. Recipients will be issued a T4A slip for the taxation year.

### ***Additional Information - Bursary for Teachers - Professional Development in French ONLY Travel and Accommodation Subsidy – Professional Development Bursary only***

Teachers who **must travel** more than 100km round-trip for professional development can receive up to \$500 in additional funding for travel, and up to \$300 for accommodation for each training program or conference, based on receipts. Mileage is calculated at \$0.54 per km. Accommodation subsidy will not exceed the Government of Canada's [city rate limits](#). Intention to claim travel and accommodation expenses must be declared at the time of application. Daily travel expenses **are not** covered.

### ***Disability and Childcare Subsidy – Professional Development Bursary only***

Additional funding of up to \$300 per year is available to accommodate applicants with a disability or functional limitation, or applicants requiring childcare to attend the conference or training program. To request additional funding, please upload a letter describing your specific case when you apply online.

### ***Deadlines***

**APPLY by February 28** for courses ending between June 1 of the previous year and May 31 of the current year (e.g. February 28, 2022 is the deadline to apply for courses ending between June 1, 2021 and May 31, 2022). **Bursaries are awarded on a first-come, first-served basis.**

**SUBMIT Enrollment Confirmation and Reimbursement Forms by June 30** for courses ending between June 1 of the previous year and May 31 of the current year (e.g. you have until June 30, 2022 to submit your enrollment confirmation form for a course ending between June 1, 2021 and May 31, 2022).

### ***How to apply***

Please complete the correct online form at <https://www.bcedextranet.gov.bc.ca/bursary/>

### ***Next steps***

1. Once the application has been reviewed, the Ministry will notify the candidate by email of the status of the application (ineligible, approved, or waiting list). Please note that we are unable to provide individual updates on the status of bursaries, as doing so significantly increases bursary

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2. If your bursary application is incomplete, or if any further information is required to process your application, we will contact you by email, and you will have an opportunity to supply the required information.
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TEACHERS	<b>Teachers – Professional Development in French</b> (Deadline: June 30 <sup>th</sup> )	<p><a href="#">Reimbursement Form</a> – May be submitted once the conference, course or training program has ended. Receipts for conference registration fees and all eligible travel and accommodation expenses must be uploaded along with your completed Reimbursement Form.</p> <p>Instead of a completed Reimbursement Form, the Ministry will also accept email confirmation that the candidate has successfully completed the course or training program, and of the amount of tuition fees paid, from a representative of the organization that offered the program.</p>
	<b>Teachers – University Courses in French</b> (Deadline: June 30 <sup>th</sup> )	<p><a href="#">Confirmation of Enrollment Form</a> – May be submitted as soon as classes have begun.</p> <p>M.Ed. students at UBC do not need to submit a form, as enrollment and tuition fees are confirmed directly with the institution. Simon Fraser University student must <a href="#">apply directly to SFU</a>.</p> <p>Instead of a completed Confirmation of Enrollment Form, the Ministry will also accept an email from a representative of the post-secondary institution confirming that the candidate was enrolled as a full-time student during the period in question, and that lists the courses taken, as well as the language of instruction of each course.</p>

4. Once this form has been approved, the Ministry will issue a payment for the semester or course in question. The applicant will be notified by email that a bursary payment is pending.
5. For bursaries that are paid out in two installments, candidates must submit the required form (see above) for the second semester.

Please notify us if your **name or address changes** after you submit your application for a French Education bursary, but before you receive your final bursary payment.

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