



Policy

Policy Number:

Subject: Scholarship/Bursary Awards – Psychiatric Nursing

No. of Pages: 5

Date Effective: April 3, 2008

Status: Replacing Policy dated June 13, 2007

Statements

1. SCHOLARSHIPS

- a. A total of up to \$6,000.00 in scholarships will be awarded in each calendar year to students enrolled as undergraduates in a Psychiatric Nursing degree or diploma program at a recognized Canadian post-secondary institution.
- b. The scholarships will be in the amount of \$1,000.00 each and will be awarded to individual students using the following criteria:
 - i) To be eligible for a scholarship, the applicant must be an immediate relative of a current, deceased or retired UPN member or UPN staff member.
 - ii) Immediate relative is defined as spouse, brother, sister, child, niece, nephew, grandchild, stepchild or adopted child.
 - iii) Recipients of the scholarship are disqualified from applying for future scholarships during the course of their undergraduate studies.

2. BURSARIES

- a. A bursary of up to \$1,000.00 may be awarded to a current UPN member enrolled in a post-diploma program pertaining to Psychiatric Nursing in Canada.
- b. Eligibility and the amount of the bursary will be based on the following criteria:
 - i) The UPN member must be in good standing.
 - ii) The post-diploma program must require a full-time student to attend classes for a minimum of nine months.
 - iii) A part-time student applying for a bursary must be taking a post-diploma course that would require the same amount of class time as a full-time program as described in 2. b. ii) above.
 - iv) A UPN member enrolled in a post-diploma program that requires less time than described in 2. b. ii) above may be eligible for a pro-rated bursary based on the number of months required.
 - v) \$1,000.00 is the life-time maximum that a UPN member may receive under the bursary program. A UPN member who has received the maximum of \$1,000 will be disqualified from applying for future bursaries.
 - vi) If a UPN member drops out of a program for which they have received a bursary, they may be required to reimburse the Union for all or part of their bursary.
 - vii) The UPN Council will determine the number of bursaries to be awarded in any calendar year.

Reason for Policy

The UPN is committed to the promotion of Psychiatric Nursing as a vital part of the treatment and care of those suffering from mental illness or deficiency; or addictions in the Province of British Columbia. As such, the UPN wishes to support those taking training in the field.

Procedures

3. SCHOLARSHIPS

- a. In order to apply for a scholarship, eligible students must fill out an application form which may be obtained at the educational institution or by contacting the Union office.
- b. Applications must include:
 - i) Proof of Acceptance to the Psychiatric Nursing Program at one of the approved educational institutions; and
 - ii) A reference letter from the family member who is a UPN member or staff (unless that person is deceased).
- c. Applications will be reviewed by the Chair of the Scholarship/Bursary Committee. The Chair shall:
 - i) Determine the eligibility of the applicants;
 - ii) Present the names of all applicants to the next UPN Council Meeting with a recommendation on which applicants should be awarded scholarships;
 - iii) The UPN Council will vote on the recommendations.

4. BURSARIES

- a. In order to apply for a bursary, eligible members must fill out an application form which may be obtained at the educational institution or by contacting the Union office.
- b. Applications must also include:
 - i) Proof of Acceptance to an appropriate post-diploma program; and
 - ii) Evidence from the educational institution indicating the length of time it would take a full-time student to complete the program.
- c. Applications will be reviewed by the Chair of the Scholarship/Bursary Committee. The Chair shall:
 - i) Determine the eligibility of the applicants;
 - ii) Present the names of all applicants to the next UPN Council Meeting with a recommendation on which applicants should be awarded scholarships;
 - iii) The UPN Council will vote on the recommendations.



APPLICATION FOR UPN SCHOLARSHIP

Union of Psychiatric Nurses
#200 – 508 Clarke Road
Coquitlam, B.C. V3J 3X2



Name: _____

E-Mail: _____

Address: _____

Home Phone: _____

Work Phone: _____

Cell Phone: _____

Family member who is a UPN member or staff: _____

School Attending: _____

Date Enrolled: _____

Expected Graduation Date: _____

Have you ever received a scholarship from the Union of Psychiatric Nurses before?

Yes

No

If you checked Yes above, please give details: _____

Please provide the following with your application:

Proof of Acceptance to the above noted school

Proof of payment for courses at the above noted school

A reference letter from the family member who is a UPN member or staff (unless that person is deceased)

I attest that all of the information on this application along with any supporting documents is true and correct to the best of my knowledge and I would ask that the Union Psychiatric Nurses consider my application for a scholarship.

Signature

Date of Application





APPLICATION FOR UPN BURSARY

Union of Psychiatric Nurses
#200 – 508 Clarke Road
Coquitlam, B.C. V3J 3X2



Name: _____

E-Mail: _____

Address: _____

Home Phone: _____

Cell Phone: _____

Work Phone: _____

Work Site: _____

Date of UPN Membership: _____

UPN Membership No. _____

School Attending:

Program Enrolled In: _____

Date Enrolled: _____

Expected Completion Date: _____

Union Involvement (if any): _____

Please provide the following with your application:

Proof of Acceptance to an appropriate post-graduate program

Proof of payment for the appropriate post-graduate program

Evidence from the educational institution indicating the length of time it would take a full-time student to complete the program

I attest that all of the information on this application along with any supporting documents is true and correct to the best of my knowledge and I would ask that the Union Psychiatric Nurses consider my application for a bursary.

Signature

Date of Application