



# The Alberta Apprenticeship and Industry Training Board

## FAMILY OF SCHOLARSHIPS

---

### The RAP/CTS Scholarships

Application  
Deadline  
June 30, 2013

The RAP/CTS Scholarships are designed to recognize the accomplishments of Alberta high school students in the Registered Apprenticeship Program (RAP) and the Career and Technology Studies (CTS) apprenticeship pathways, and to encourage these students to continue and complete their apprenticeship training.

# APPLICATION 2013

**To apply...**

**If you are a Registered Apprenticeship Program (RAP) student, complete these steps:**

**STEP 1: Make sure you are eligible.**

**You must:**

- be a Canadian citizen or Permanent Resident, and a resident of Alberta as defined by Alberta Scholarship Programs,
- have been registered as an Alberta apprentice in a trade while in high school,
- have completed at least 250 hours of on-the-job training and work experience in your trade while in high school,
- have completed the requirements for high school graduation in 2013 or earlier,
- be continuing in an approved regular apprenticeship program,
- have at least one period of technical training left to complete your apprenticeship.\*

\* Some exceptions may apply. Visit [tradesecrets.alberta.ca](http://tradesecrets.alberta.ca) for details.

**STEP 2: Fully complete the application form.**

- **Your application must be accompanied by a completed Employer Recommendation (form enclosed).**
- **If you are graduating in 2013, your application must include a recommendation letter from a high school teacher or counselor.**
- Alberta Scholarship Programs will obtain your high school transcript and details of your apprenticeship program.
- Your application must be complete. Incomplete applications will be removed from the selection process.
- Eligibility details and an electronic version of this application form can be found at [tradesecrets.alberta.ca](http://tradesecrets.alberta.ca).

**Please note:** An **Alberta Student Number (ASN)** is now mandatory to apply for an Apprenticeship and Industry Training Scholarship. This applies to all applicants regardless if you have previously attended school in Alberta or not.

If you do not know your ASN or need to have one assigned (if you moved to Alberta from another province or country), visit the Learner Registry at [education.alberta.ca](http://education.alberta.ca) or call (780) 427-5318. Due to privacy issues, ASNs will not be given out over the phone.

**STEP 3: Forms must be post-marked by June 30, 2013.  
Faxes or E-mails will not be accepted.**

Send your completed application to:

**RAP/CTS Scholarships**  
**c/o Alberta Scholarship Programs**  
**Box 28000 Station Main**  
**Edmonton, Alberta T5J 4R4**

You will be notified of the status of your application by November 1, 2013.

If you have any questions about the Alberta Apprenticeship and Industry Training Scholarships, please contact Alberta Scholarship Programs at (780) 427-8640 (to be connected toll-free in Alberta, first dial 310-0000) or e-mail [scholarships@gov.ab.ca](mailto:scholarships@gov.ab.ca).

## To apply...

# If you are a Career and Technology Studies (CTS) apprenticeship pathway student, complete these steps:

### STEP 1: Make sure you are eligible.

**You must:**

- be a Canadian citizen or Permanent Resident, and a resident of Alberta as defined by Alberta Scholarship Programs,
- be a registered Alberta apprentice or plan to register within 12 months,
- have completed the requirements for high school graduation in 2013 or earlier,
- have completed one of the five apprenticeship pathways, (automotive service technician, carpenter, cook, hairstylist, welder),
- have at least one period of technical training left to complete your apprenticeship.\*

\* Some exceptions may apply. Visit [tradesecrets.alberta.ca](http://tradesecrets.alberta.ca) for details.

### STEP 2: Fully complete the application form.

- Your application must be accompanied by a certified copy of your Record of Courses Completed form provided by your supervising teacher. This form must be completed and signed by your teacher, principal, journeyperson instructor AND local Apprenticeship and Industry Training office.
- Alberta Scholarship Programs will obtain your high school transcript.
- Your application must be complete. Incomplete applications will be removed from the selection process.
- Eligibility details and an electronic version of this application form can be found at [tradesecrets.alberta.ca](http://tradesecrets.alberta.ca).

**Please note:** An **Alberta Student Number (ASN)** is mandatory to apply for an Apprenticeship and Industry Training Scholarship. This applies to all applicants regardless if you have previously attended school in Alberta or not.

If you do not know your ASN or need to have one assigned (if you moved to Alberta from another province or country), visit the Learner Registry at [education.alberta.ca](http://education.alberta.ca) or call (780) 427-5318. Due to privacy issues, ASNs will not be given out over the phone.

### STEP 3: Forms must be post-marked by June 30, 2013. Faxes or E-mails will not be accepted.

Send your completed application to:

**RAP/CTS Scholarships**  
**c/o Alberta Scholarship Programs**  
**Box 28000 Station Main**  
**Edmonton, Alberta T5J 4R4**

You will be notified of the status of your application by November 1, 2013.

If you have any questions about the Alberta Apprenticeship and Industry Training Scholarships, please contact Alberta Scholarship Programs at (780) 427-8640 (to be connected toll-free in Alberta, first dial 310-0000) or e-mail [scholarships@gov.ab.ca](mailto:scholarships@gov.ab.ca).

# Alberta Apprenticeship and Industry Training Offices

<b>Bonnyville</b> Floor 2 Provincial Building 4902 - 50 Avenue Bonnyville, AB T9N 2J4 <b>Phone:</b> 780-826-6142 <b>Fax:</b> 780-826-1904	<b>Calgary</b> Floor 2 Suite 200, Willow Park Centre 10325 Bonaventure Drive SE Calgary, AB T2J 7E4 <b>Phone:</b> 403-297-6457 <b>Fax:</b> 403-297-3799
<b>Edmonton</b> Floor 7 Seventh Street Plaza, South Tower 10030 - 107 Street Edmonton, AB T5J 4X7 <b>Phone:</b> 780-427-8517 <b>Fax:</b> 780-422-3734	<b>Fort McMurray</b> Floor 7 Provincial Building 9915 Franklin Avenue Fort McMurray, AB T9H 2K4 <b>Phone:</b> 780-743-7150 <b>Fax:</b> 780-743-7492
<b>Grande Prairie</b> Suite 100, Towne Centre Mall 9845 - 99 Avenue Grande Prairie, AB T8V 0R3 <b>Phone:</b> 780-538-5240 <b>Fax:</b> 780-833-4253	<b>Hinton</b> 564A Carmichael Lane Hinton, AB T7V 1S8 <b>Phone:</b> 780-865-8293 <b>Fax:</b> 780-865-8376
<b>Lethbridge</b> Floor 2 Room 280, Provincial Building 200 5 - Avenue South Lethbridge, AB T1J 4C7 <b>Phone:</b> 403-381-5380 <b>Fax:</b> 403-381-5795	<b>Medicine Hat</b> 3021 Dunmore Road SE Medicine Hat, AB T1B 2H2 <b>Phone:</b> 403-525-3100 <b>Fax:</b> 403-525-3109
<b>Peace River</b> Midwest Building 9715 - 100 Street Peace River, AB T8S 1T4 <b>Phone:</b> 780-624-6529 <b>Fax:</b> 780-624-7188	<b>Red Deer</b> Floor 3 First Red Deer Place 4911 - 51 Street Red Deer, AB T4N 6V4 <b>Phone:</b> 403-340-5151 <b>Fax:</b> 403-340-5153
<b>Slave Lake</b> Suite 109, Slave Lake Government Centre 101 - 3rd Street SW Slave Lake, AB T0G 2A0 <b>Phone:</b> 780-849-7228 <b>Fax:</b> 780-849-7121	<b>Vermilion</b> Floor 1 Provincial Building 4701 - 52 Street Vermilion, AB T9X 1J9 <b>Phone:</b> 780-853-8150 <b>Fax:</b> 780-853-8203
Toll-Free within Alberta, dial 310-0000 followed by 780-853-8150. <b>TDD/TTY:</b> 427-9999 in Edmonton. In other locations call 1-800-232-7215.	

TEAR HERE

N74

*We are collecting personal information in this application under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act, c. F-25, RSA 2000 to determine and verify your eligibility for a RAP/CTS Scholarship under the Alberta Heritage Scholarship Act, c. A-24, RSA 2000 and for research and statistical purposes. If you have any questions about the collection of this information, you can contact the Director, Alberta Scholarship Programs, 4th Floor, 9940 - 106 Street, Edmonton, Alberta, T5K 2V1 Phone: (780) 427-8640.*

Please indicate which program you have completed: ☐ RAP ☐ CTS

Alberta Student Number 

--	--	--	--	--	--	--	--

 (This number is mandatory for all applicants)

Apprentice I.D. Number 

--	--	--	--

 / 

--	--	--	--	--	--	--	--

 Social Insurance Number 

--	--	--

--	--	--

--	--	--

Gender ☐ Male ☐ Female Birth date 

date		month	year

  
(please check one)

Trade Name \_\_\_\_\_

[illegible]

Mailing Address

City/Town                 Province   Postal Code     -

Telephone Number 

--	--	--

 - 

--	--	--

 - 

--	--	--	--

Email \_\_\_\_\_

Name of High School \_\_\_\_\_ School Code \_\_\_\_\_

When did you/will you graduate from high school?

month	year	

Number of hours of on-the-job training and work experience completed in your trade								
--	--	--	--	--	--	--	--	--

If you have completed technical training prior to June 30, 2013, at which institution did you complete the technical training?

Have you registered for your next period of apprenticeship technical training? (please check one) ☐ Yes ☐ No

If yes, where?

**Continued on reverse**

Office Use Only																					
74																					
GRANT	TOTAL AWD		INSTT		8		8		8		MO		YR		MO		YR		1	2	
																			ORG	ADD	
Disbursements \$1000																					
	MO		YR		SFB AUTHORIZATION								AWARD KEY				APP KEY				

## Residency

**Citizenship** (please check)

☐ Canadian Citizen☐ Permanent Resident

**NOTE:** If you are a Permanent Resident, you must include a photocopy of your permanent resident card or immigration long form. Visa students are ineligible.

**Have you lived in Alberta all your life?** (please check)

☐ Yes ☐ No

If no, since

date		month		year	

**Do your parents live in Alberta?** (please check)

☐ Yes ☐ No

## Tell Us About Yourself

**To be considered for a RAP/CTS Scholarship you must include one or two paragraphs telling us about yourself, confirming your plans to continue in your apprenticeship program and why a career in the trades is a good fit for you. Use additional sheets or attach typewritten pages as required. Please write legibly or attach a typed description about yourself to the application.**

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

**Application Deadline: June 30, 2013**

N74

## Employer Recommendation (for RAP students only)

Dates apprentice employed with company: From 

date	month	year	

 To 

date	month	year	

 OR ☐ check box if still employed with the company

*Please type or print legibly*

Full Company Name

[illegible]

City/Town  Province

Postal Code

Telephone 

			-				-				
--	--	--	---	--	--	--	---	--	--	--	--

Email

Name of person completing this form (please print) \_\_\_\_\_

Position of person completing this form:   Employer ☐   Supervisor ☐   Certified Tradesperson ☐

Signature \_\_\_\_\_ Date 

date		month		year	

This form may be returned to the RAP apprentice to be mailed with their completed scholarship application **OR** mailed directly to the following address:

## RAP/CTS Scholarships

c/o Alberta Scholarship Programs  
Box 28000 Station Main  
Edmonton, Alberta T5J 4R4

Telephone: (780) 427-8640 (to be connected toll-free in Alberta, first dial 310-0000)

**Please complete and sign this two-page Employer Recommendation form and submit it before **June 30, 2013.****



# Declaration and Authorization

I have read the instructions and hereby make an application for a RAP/CTS Scholarship.

## I DECLARE:

- I have answered all the questions applicable to me and all the information is true and complete and subject to audit.
- I plan to continue as an apprentice in my trade.
- I will notify the office of Alberta Scholarship Programs if I withdraw from my apprenticeship program before completion.

## I AUTHORIZE:

- Alberta Scholarship Programs to request and receive my marks and other information about my apprenticeship program such as name of the institution I am attending and my period of technical training, from Alberta Apprenticeship and Industry Training for the purpose of determining my eligibility for a scholarship. I also authorize Alberta Apprenticeship and Industry Training to disclose this information to Alberta Scholarship Programs.
- Alberta Scholarship Programs to request and receive my high school transcripts from Alberta Education for the purpose of determining my eligibility for a scholarship and I authorize Alberta Education to disclose this information.
- Alberta Scholarship Programs to request and receive from the post-secondary institution I am attending, information pertaining to my enrollment status for the purpose of determining my eligibility for a scholarship. I also authorize my post-secondary institution to disclose this information to Alberta Scholarship Programs.
- Alberta Scholarship Programs to review my application for consideration for an Alexander Rutherford Scholarship.
- Alberta Enterprise and Advanced Education to provide my information to other funding agencies in Canada such as non-profit organizations, industry associations, private donors, municipal, provincial or federal governments, so that I may be considered for any other apprenticeship scholarships for which I may be eligible, in which case all the information, consents, authorizations and declarations made in this application apply to any such other apprenticeship scholarship for which I may be considered.

If I am awarded a scholarship, **I AUTHORIZE:**

- Alberta Enterprise and Advanced Education, or its representative, to publish my name, city/town, name of employer, high school, trade, institution, name of scholarship awarded and photograph for publicity purposes.
- Alberta Enterprise and Advanced Education to provide my name and contact information, trade, year or period of training and the name of my employer, to the sponsor of my scholarship, to any agency wishing to recognize the award, to local MLA offices and to any interested media wishing to contact me for the purpose of an interview.

SIGNATURE OF APPLICANT \_\_\_\_\_

Date

date	month	year			

PRINT NAME \_\_\_\_\_

# Scholarship Donors

**With industry support, the Alberta Apprenticeship and Industry Training Board raised nearly \$300,000 to establish the RAP Scholarships. Founding donors (\$10,000 or more) were able to name a scholarship. In 2012, the RAP scholarships were expanded to include students who have completed Career and Technology Studies (CTS) apprenticeship pathways. Of the 500 RAP/CTS scholarships available each year, the following named scholarships were sponsored by major contributors from the private sector.**

---

- Alberta-Pacific Forest Industries Inc. RAP Scholarship
- Allan Askeland (Pacific Western Transportation) RAP Scholarship
- Building Trades of Alberta/Construction Labour Relations - An Alberta Association RAP Scholarship (2)
- Calgary Foundation – Cadmus Fund RAP Scholarship (2)
- CLAC RAP Scholarship
- Electrical Contractors Association of Alberta RAP Scholarship (2)
- Flint Energy Services Ltd. RAP Scholarship
- Fluor Constructors Canada Ltd. RAP Scholarship
- International Brotherhood of Boilermakers and Boilermaker Trust Fund RAP Scholarship
- Ironworkers Local 720 and Local 725/Alberta Ironworkers and Apprenticeship Training Plan RAP Scholarship
- Jacobs RAP Scholarship
- KBR (Canada) Ltd. RAP Scholarship
- Mechanical Contractors Association of Alberta RAP Scholarship
- Merit Contractors Association RAP Scholarship

- Modern Beauty Supplies Inc. RAP Scholarship
- Motor Dealers' Association of Alberta RAP Scholarship
- NOVA Chemicals Corporation RAP Scholarship
- PCL Construction Group Inc. RAP Scholarship
- Shell Canada Ltd. RAP Scholarship
- Sherwood Park Optimist Club RAP Scholarship
- Syncrude Canada Ltd. RAP Scholarship
- TransCanada Pipelines Limited RAP scholarship
- Watson Family RAP Scholarship
- W. Kirkpatrick RAP Scholarship

For more information on the major private sector contributors, visit [tradesecrets.alberta.ca](http://tradesecrets.alberta.ca).

## Alberta Scholarship Programs

The Government of Alberta is committed to encouraging and rewarding the excellence of Alberta students. To this end, the government offers scholarships through the Achievement Scholarship Program and the Alberta Heritage Scholarship Fund.

Further information about Government of Alberta scholarships can be obtained on the Internet at: [alis.alberta.ca/scholarships](http://alis.alberta.ca/scholarships)

or by contacting:

### Alberta Scholarship Programs

Alberta Scholarship Programs  
Box 28000 Station Main  
Edmonton, Alberta T5J 4R4

Telephone: (780) 427-8640 (to be connected toll-free in Alberta, first dial 310-0000)

[scholarships@gov.ab.ca](mailto:scholarships@gov.ab.ca)

## Double check your application! Have you:

- ☐ answered all of the questions and checked all of the appropriate boxes in a neat and legible manner?
- ☐ included your Alberta Student Number? (we use this to get your high school transcript)
- ☐ included your apprentice I.D. number?
- ☐ filled in the boxes on page 1 asking for number of hours of on-the-job training or work experience (if applicable)?
- ☐ completed the residency section and if needed, attached a photocopy of proof of residency?
- ☐ RAP applicants only: included the completed Employer Recommendation form? (or your employer can mail it separately)
- ☐ RAP applicants only: attached a recommendation letter from your high school? (only if you are graduating in 2013)
- ☐ CTS apprenticeship pathways applicants only: included a certified copy of your Record of Courses Completed form?
- ☐ signed the application form?

**Failure to do any of the above can result in your application being deemed ineligible. Please double check your application to ensure it is complete.**

## Please Note

- Only technical training **that is part of an approved apprenticeship program** will be recognized for payment of your award. A list of approved programs can be found in the Technical Training Centre on [tradesecrets.alberta.ca/learn-on-the-job](http://tradesecrets.alberta.ca/learn-on-the-job)
- If you have already received credit for one or more periods of technical training, please submit a copy of the “successful completion” letter sent to you by Alberta Apprenticeship and Industry Training. Completion of the Confirmation of Enrollment form is not necessary.
- If you are planning to challenge your next technical training exam you will not be considered enrolled in technical training and therefore will not be eligible to apply for or receive a scholarship. (Does not apply to CTS apprenticeship pathway students challenging their first period technical training exam).
- Scholarship cheques will be mailed to recipients when they have begun their next period of technical training. Instructions will be sent to you in the scholarship recipient package, if you are selected.
- Recipients must qualify for and claim their scholarship within five years of being notified of the award.
- Complete eligibility details can be found at [tradesecrets.alberta.ca](http://tradesecrets.alberta.ca)
- Apprentices will only be selected for a maximum of one scholarship each year within the Alberta Apprenticeship and Industry Training Board Family of Scholarships.

### Mail completed applications to:

**RAP/CTS Scholarships**  
**c/o Alberta Scholarship Programs**  
**Box 28000 Station Main**  
**Edmonton, Alberta T5J 4R4**

**Application Deadline: June 30, 2013**



Apprenticeship and  
Industry Training

## Alberta Apprenticeship and Industry Training Board Family of Scholarships

The Alberta Apprenticeship and Industry Training Board, in partnership with industry and the Government of Alberta created the Alberta Apprenticeship and Industry Training Board Family of Scholarships.

The Board's Family of Scholarships includes the Alberta Apprenticeship and Industry Training (AIT) Board Scholarships, Top Apprentice Scholarships, Pre-Apprentice Scholarships and the Registered Apprenticeship Program (RAP)/ Career and Technology Studies (CTS) Scholarships.

The funds for the RAP/CTS scholarships are provided by joint contributions from the private sector and the Alberta Heritage Scholarship Fund. A list of industry sponsors are included in this application. Each RAP/CTS scholarship is valued at \$1,000.



## Alberta Scholarship Programs

The Government of Alberta is committed to encouraging and rewarding the excellence of Alberta students. To this end, the government offers scholarships through the Achievement Scholarship Program and the Alberta Heritage Scholarship Fund.

Further information about Government of Alberta scholarships can be obtained on the Internet at:  
[alis.alberta.ca/scholarships](http://alis.alberta.ca/scholarships)

or by contacting:

**Alberta Scholarship Programs**

Box 28000 Station Main

Edmonton, Alberta T5J 4R4

Telephone (780) 427-8640 (to be connected  
toll-free in Alberta, first dial 310-0000)

[scholarships@gov.ab.ca](mailto:scholarships@gov.ab.ca)