

EDUCATION BURSARIES APPLICATION FORM 2025-2026

As Per Section 5 of the Prairie Spirit LINC Agreement (2024-2028)

Criteria

The amount available for Education Bursaries is determined by the Education Bursaries committee as per Section 5 of the Prairie Spirit LINC Agreement (2024). The amount of \$45,000.00 plus the 2024-2025 carry-over of \$4.45 is available to PSSD teachers and PSTA members for Education Bursaries.

The total available Education Bursary funds will be divided among all eligible claims from both priority and non-priority areas. Bursaries will be awarded one class at a time, starting with applications from priority areas. Once all priority area applicants have received funding for one class, the process will continue with non-priority area applicants, also one class at a time. This cycle will repeat alternating between priority and non-priority areas until all bursary funds have been fully distributed.

Awarded bursaries are neither to exceed \$500 nor 65% of the cost being claimed for each course. For graduate tuition charged by the term each application is to exceed neither \$500 nor 65% of the cost of each half class. Upon completion, a thesis course may be claimed as a half class for a maximum of three (3) consecutive terms even if this extends into the previous application period.

The priority areas are Counselling, Educational Administration, English as an Additional Language, First Nations & Métis Education (Cree language), French Immersion and Special Education. Courses submitted for consideration in the priority areas must be part of an approved program. PSTA members may also apply to have courses outside of these priority areas considered for bursaries

Eligibility requirements are as follows:

- Applicants may only apply for courses successfully completed from September 1, 2024 to August 31, 2025.
- All applicants must have been under contract to Prairie Spirit School Division and a member of the Prairie Spirit Teachers' Association for the duration of the course.
- Applicants must be currently under contract with PSSD and a current member of the PSTA.
- Applicants must provide transcripts (does not need to be official transcripts) which states their name and indicates the dates of enrollment and successful completion of course.
- Applicants must provide receipts which states their name and indicates the tuition paid for the course.
- Applicants can apply for more than one class at a time.
- Applicants must declare any other division funds (eg., school-based PD funds), bursaries or scholarships received and applied to the course(s) listed in their application.
- Courses are understood to refer to recognized post-secondary offerings and other certificate programs.

Forward a copy of the application form along with transcripts and receipts to:

By mail or in person: Penny Walter, Executive Assistant
Box 809, 121 Collins Street,
Warman, SK S0K 4S0

Scan to email and send to: penny.walter@spiritsd.ca

A committee consisting of representatives from PSSD and PSTA will adjudicate all applications. The deadline for applications is Friday, January 9, 2026. A reminder email will be sent to all PSTA members one (1) month prior to the deadline. **Applications received after Friday, January 9, 2026, will not be eligible for adjudication.**

If you have any questions on the Education Bursary program, please do not hesitate to contact Fay Cassidy at fay.cassidy@spiritsd.ca, or Scott Woods-Fehr at president@psta.ca.



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Name of Applicant:	
School/Location:	
Grade level/Subject areas presently teaching or assignment	

Currently under contract with PSSD: ☐ Yes ☐ No (If "No", application is not eligible for consideration)

I was under contract with PSSD during the period this/these courses were taken: ☐ Yes ☐ No
(If "No", application is not eligible for consideration)

List the details of any other division funds (eg. school-based PD funds) bursaries or scholarships you received during the period of this/these courses:

Date Received	Name/Details	Amount

Priority Area: ☐ Counselling ☐ Educational Administration ☐ English as an Additional Language
☐ First Nations & Métis Education(Cree language) ☐ French Immersion ☐ Special Education
☐ Other Area _____

Name of Institution and Program _____

Transcript provided ☐ Yes ☐ No (If "No", application is not eligible for consideration)

Receipt(s) provided ☐ Yes ☐ No (If "No", application is not eligible for consideration)

Course Subject / Course ID (eg. ENG 110)	Course Title	Thesis Course Y/N	Term of Course Taken (eg. Fall/spring)	Total Cost of Course

How has this course benefitted you and/or your students? _____

Applicant's Signature: _____ Date: _____

FOR COMMITTEE USE ONLY

Date Received: _____ Meets **all** eligibility requirements ☐ Yes ☐ No

Amount of Bursary: _____