

Awards Program Information for Students

Congratulations on receiving your award!

How to Claim Your Award

For colleges or universities in Canada

Present your award letter upon registration to the college or university you will be attending. Each school is different so check with your college or university to find out where to submit your letter. Usually letters are submitted to the Registrar's Office or the Financial Aid & Awards office.

TIPS:

- Your award may take several weeks to process. Submit your award letter a few weeks before tuition fees are due to avoid late charges.
- Keep a photocopy of your award letter for your records.

Your college or university will apply the award amount against your tuition and invoice The Winnipeg Foundation.

For colleges or universities outside of Canada

Contact Anna-Maria Pozzi to arrange for your award payment. A cheque may need to be issued to you directly. In this case, you will need to provide proof of registration, your Social Insurance Number and mailing address.

Are you attending school part-time?

In most cases, you can still claim your award but you may not receive the full amount.

Your award may require you to be enrolled in a full course load. In which case, the amount you receive will depend on how much of full course load you will be taking. For example if you are taking 60% of a full course load, you will receive 60% of the award amount. The remainder will not be carried forward.

Some awards require you to be registered full-time but you may be able to defer the award.

Are you taking a year off? (Deferrals)

Most awards can be held to be used in the future, but you must request a deferral of your award. Some awards cannot be deferred so be sure to contact us to find out the conditions of your award.

Requests to defer must be submitted in writing to Anna-Maria Pozzi, Finance Administrative Assistant no later than three months after you receive your award.

If you have any questions or concerns about your award, contact

Anna-Maria Pozzi, Finance Administrative Assistant

204.944.9474 or toll-free 1.877.974.3631

scholarships@wpgfdn.org

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