

Scholarship Program Policy



Purpose

To provide financial assistance for students who have achieved academic excellence, are a resident of the Municipality of the County of Colchester, and who are proceeding with education in a recognized post-secondary education institution.

Definitions

“Post-Secondary education” is defined as a university degree program; a certificate or diploma program at an accredited university, community college, or trade school; or a recognized apprenticeship training program administered through the Nova Scotia Apprenticeship Agency or an equivalent provincial or territorial apprenticeship authority.

“Trade” is defined as any study in a field that is considered a designated trade in the Province of Nova Scotia. This includes Red Seal trades, trades that are compulsory certified under the *Apprenticeship and Trades Qualifications Act*, or are compulsory certified under another regulatory authority and recognized by the Nova Scotia Apprenticeship Agency.

Program Policy

The following general policy points apply:

1. Scholarships are to be awarded annually to high schools within the boundaries of the Municipality of the County of Colchester.
2. Council can determine the number of scholarships per year, per high school.
3. Council can determine the value of each scholarship.
4. The high school will make the student selections based on its Selection Criteria, and any other criteria set forth by Council for each specific scholarship assigned by Council to the high school.
5. Should the area Councillor wish to participate in the selection process, he/she shall advise staff of their intention to be a part of the school's Selection Committee. The Councillor will inform the Council upon inclusion in the high school's Selection Committee. In the event that a Conflict of Interest arises, the Councillor should declare a conflict and cease membership on the Selection Committee.
6. Council will approve a total amount annually within the approved operating budget.

Selection Criteria

1. Under this policy, the recipient of a scholarship must fulfill the following criteria, in addition to any selection criteria followed by the high school:
 - a. The student must be a resident within the Municipality of The County of Colchester;

- b. The student must be enrolled in, or accepted into post-secondary education as defined in this Policy.
- c. The student must have demonstrated community involvement; and,
- d. The student must not be a recipient of any other scholarships awarded by the high school.

Administration of the Policy

1. In the budget process, Council will approve the high schools to which scholarships will apply. This list of high schools for Council to consider includes North Colchester High School, South Colchester High School, Cobequid Educational Centre and Ecole Acadienne de Truro.
2. In preparing the “maintenance” or draft budget, the number of scholarships and their values will be set based on the number and value of scholarships awarded in the previous fiscal year. The Council can approve or vary the number or value of scholarships at the time that the budget is approved.
3. In the same process, Council can determine the requirements recipients of the award must meet, as well as any other specifics related to the nature of each award or awards.
4. Scholarship funds will normally be paid directly to the post-secondary educational institution and applied toward tuition or mandatory fees.
5. Where a recipient is enrolled in a recognized apprenticeship training program that does not require an upfront tuition payment, the CAO or designate may authorize payment of the scholarship toward eligible apprenticeship-related expenses, including required tools, equipment, safety gear, or training costs. Payment may be made directly to the apprentice, employer, training provider, or vendor upon receipt of satisfactory documentation, as determined by the Municipality.
6. This Policy will have immediate effect and will apply to any scholarship awarded in June 2026.

Clerk’s Annotation For Official Policy Book	
Date of Notice to Council Members of Intent to Consider (7 days minimum): <u>August 10, 2026</u> Date of Passage of Current Policy: <u>August 27, 2026</u> I certify that this Policy was adopted by Council as indicated above. <u>Dan Troke</u> Municipal Clerk <u>September 1, 2026</u> Date	