



CAPU ENTRANCE AWARDS

STEP BY STEP GUIDE



FINANCIAL AID & AWARDS





\$\$ ENTRANCE AWARDS \$\$

Our Entrance Awards are given to new students to recognize and support achievement in academics, sports, and the arts.

Some awards look at financial need and many awards are given for your commitment to community involvement and leadership (e.g. within your high school and/or your local community)

Entrance Awards range from **\$500** to **\$56,000**.

Please check our Entrance Awards at:
[Scholarships, Bursaries, & Awards Guide](#)

The best part is you don't have to pay them back!





TO APPLY FOR CAPU ENTRANCE AWARDS

*It's a simple
3 step process...*

STEP 1:

APPLY TO CAPU

STEP 2:

APPLY FOR
ENTRANCE AWARDS

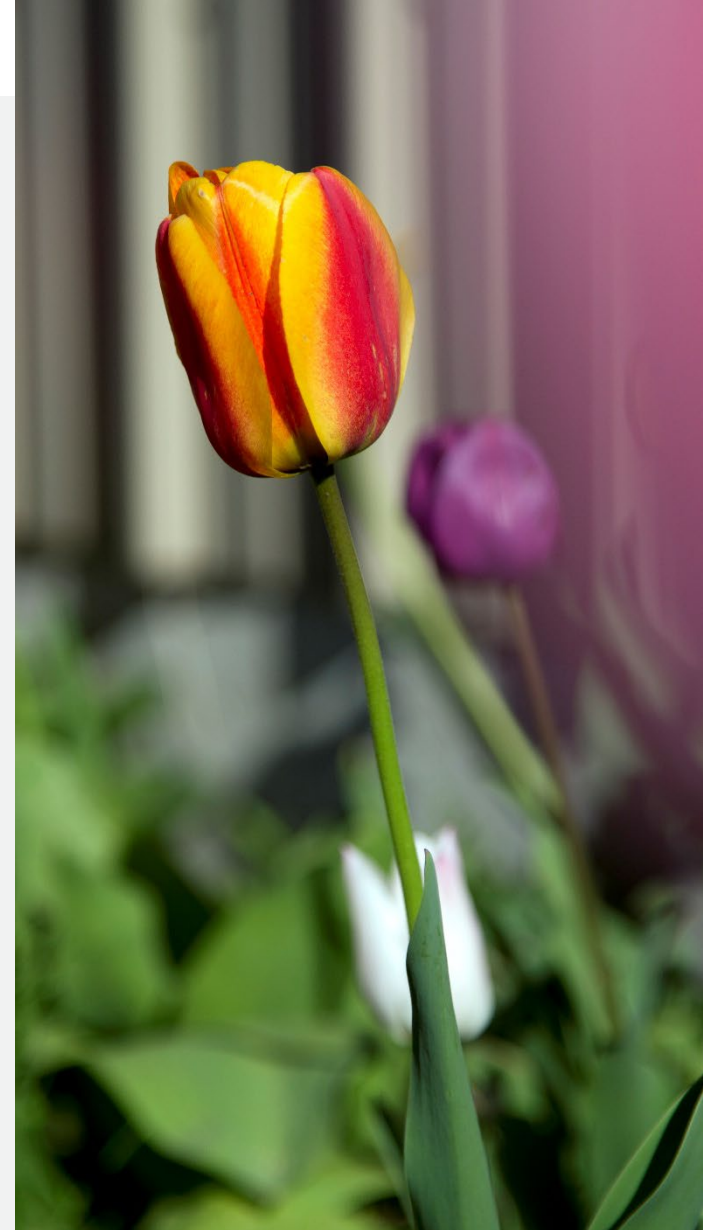
STEP 3:

SUBMIT SUPPORTING
DOCUMENTATION




STEP 1: APPLY TO CAPU

- ✓ Once you've chosen a CapU program, **the next step is to** apply to be admitted
- ✓ Check the admission requirements, the application and the document **deadlines** for [your program](#)
- ✓ Once you've [applied to CapU](#), you'll get an email with important information about how to log in to your [myCapU Account](#)





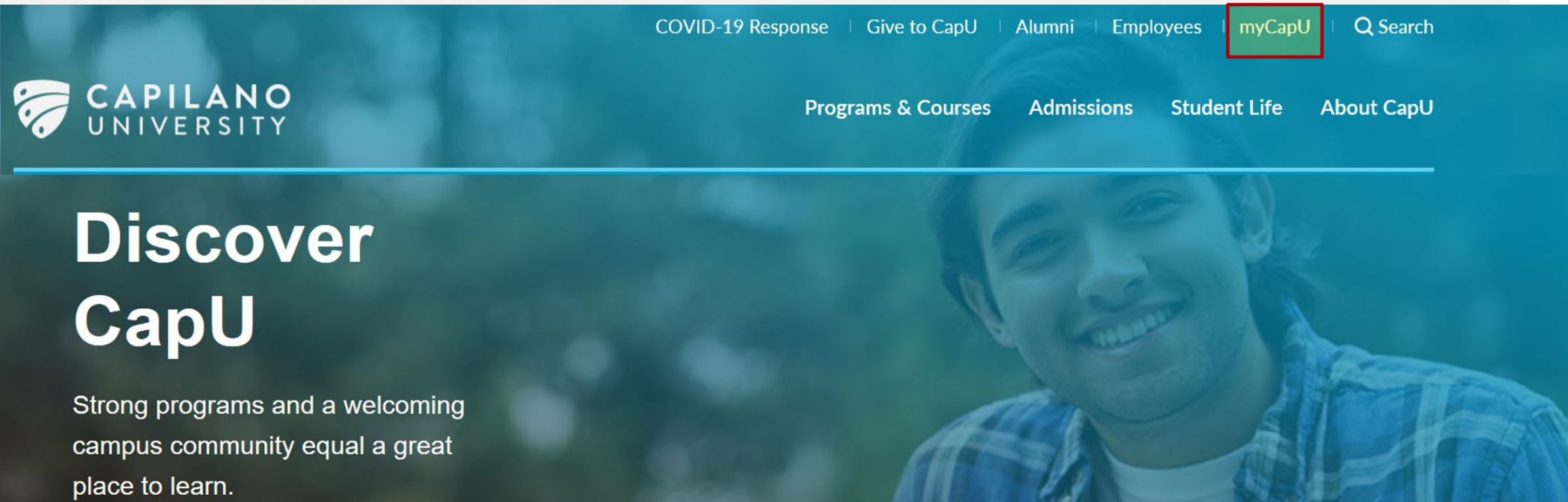
STEP 2: APPLY ONLINE FOR ENTRANCE AWARDS

- ✓ One application through your [myCapU account](#) puts you in the running for most Entrance Awards
- ✓ Follow the instructions on the following pages to complete your online Entrance Award application and the budget worksheet
- ✓ Answer all the questions carefully and pay attention to the  symbol for important information
- ✓ Read the declaration at the end of the application, confirm your agreement and press the "Submit" button
- ✓ You'll get confirmation on the screen that your online Entrance Award application has been successfully submitted



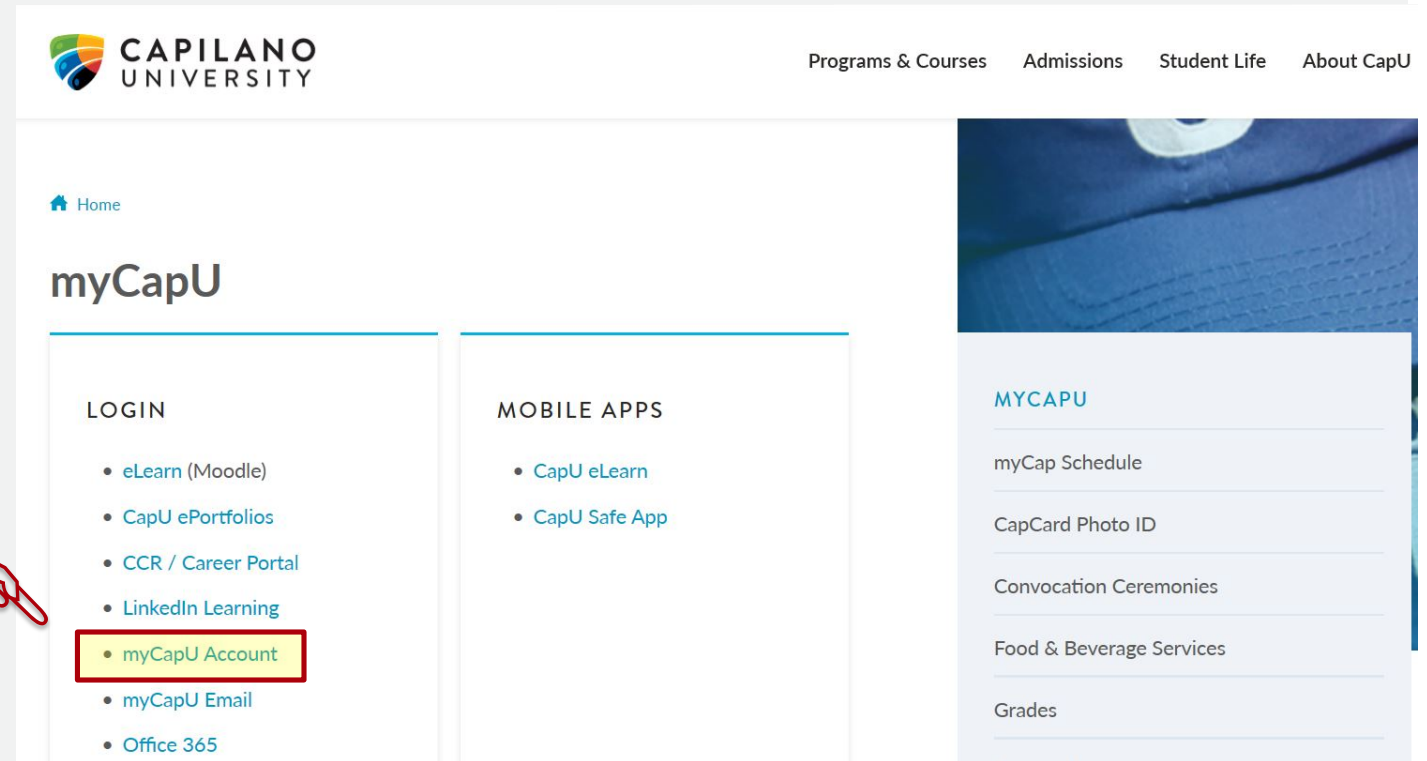
STEP 2: APPLY ONLINE FOR ENTRANCE AWARDS

- ✓ Go to CapU homepage and click on [‘myCapU’](#)



STEP 2: APPLY ONLINE FOR ENTRANCE AWARDS

- ✓ Select [‘myCapU’](#) Account.
- ✓ Refer to the email from Admissions confirming your log in information for your [myCapU Account](#).



CAPILANO UNIVERSITY

Programs & Courses Admissions Student Life About CapU

Home

myCapU

LOGIN

- eLearn (Moodle)
- CapU ePortfolios
- CCR / Career Portal
- LinkedIn Learning
- **myCapU Account**
- myCapU Email
- Office 365

MOBILE APPS

- CapU eLearn
- CapU Safe App

MYCAPU

- myCap Schedule
- CapCard Photo ID
- Convocation Ceremonies
- Food & Beverage Services
- Grades



STEP 2: APPLY ONLINE FOR ENTRANCE AWARDS

- ✓ Once you've logged in to [myCapU Account](#), from the Main menu, select '[Financial Aid and Awards](#)'.



Main Menu

MyCap Information Service Last web access on Nov 09, 2020 at 02:51 pm

To ensure continuous service during peak registration, we have changed the appearance of the myCap (Student Information Web Service) menus. please contact the Registrar's Office at [604.984.4900](tel:604.984.4900) during office hours.

Personal Information

View addresses and emergency contact information; change your PIN.

Admissions

Check your application status, self-report BC high school grades, and view your self-reported grades.

Registration

Check your registration status/Time Ticket, add/drop & waitlist for classes, view your schedule, make a payment, and view your Textbooks.

Student Records

Display your term grades, account summary by term, holds, academic transcript, T2202A tax slips, and make credit card payments.

Financial Aid and Awards

Apply for awards and view student loan information.

Elections

Cast your ballot electronically.

Student Services

Review applications, register for classes, apply for Financial Aid, review and update appointments.

Communication Management

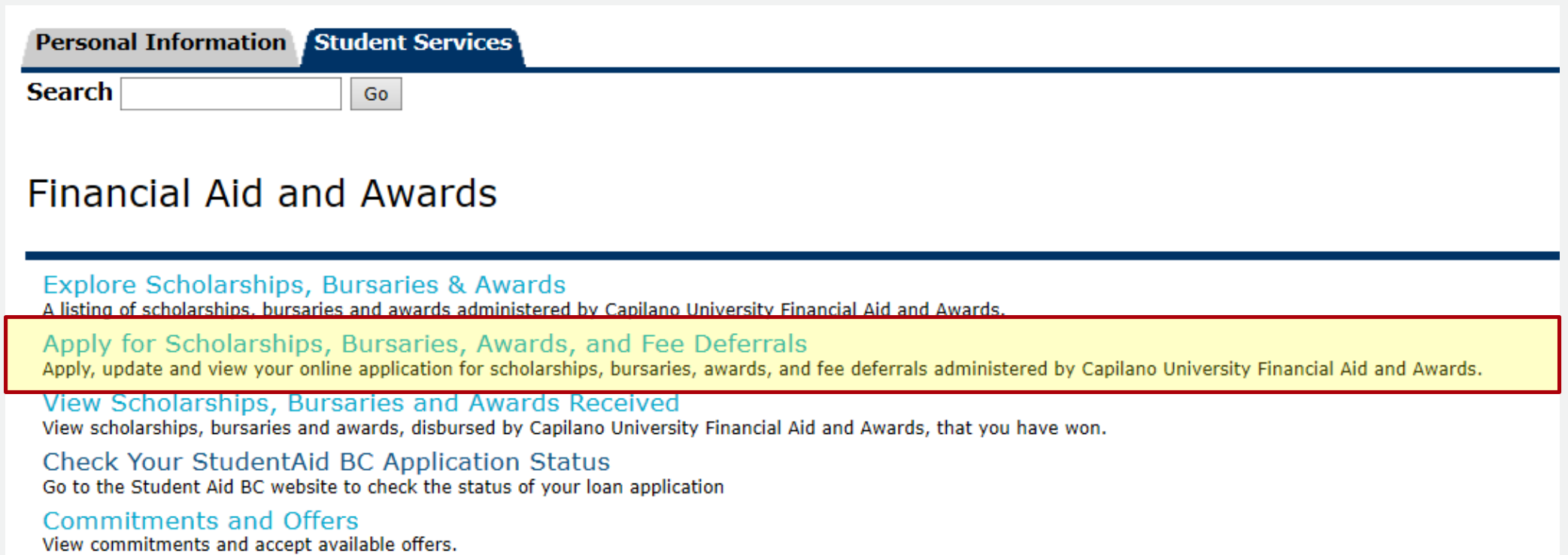
Graduation Application

Apply for graduation here



STEP 2: APPLY ONLINE FOR ENTRANCE AWARDS

- ✓ Select [‘Apply for Scholarships, Bursaries, Awards, and Fee Deferrals’](#)



Personal Information **Student Services**

Search

Financial Aid and Awards

[Explore Scholarships, Bursaries & Awards](#)
A listing of scholarships, bursaries and awards administered by Capilano University Financial Aid and Awards.

[Apply for Scholarships, Bursaries, Awards, and Fee Deferrals](#)
Apply, update and view your online application for scholarships, bursaries, awards, and fee deferrals administered by Capilano University Financial Aid and Awards.

[View Scholarships, Bursaries and Awards Received](#)
View scholarships, bursaries and awards, disbursed by Capilano University Financial Aid and Awards, that you have won.

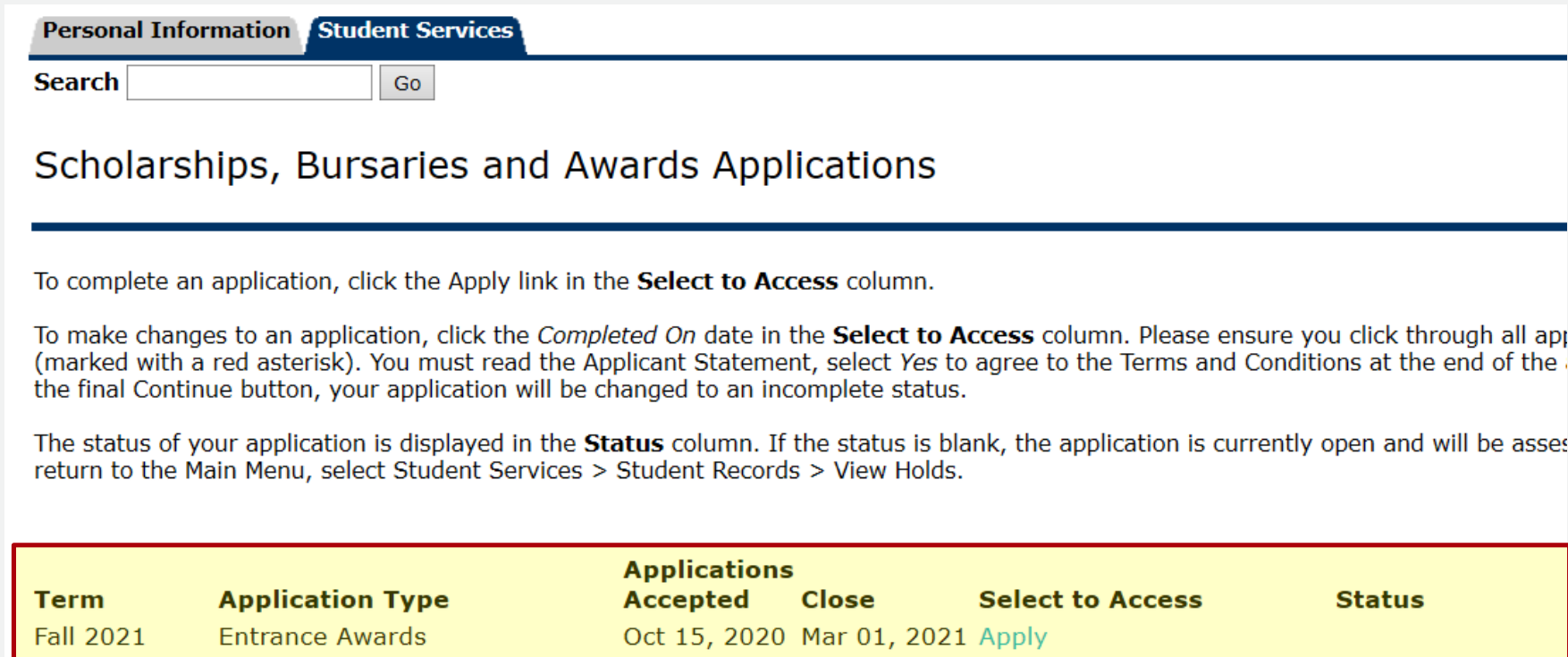
[Check Your StudentAid BC Application Status](#)
Go to the Student Aid BC website to check the status of your loan application

[Commitments and Offers](#)
View commitments and accept available offers.



STEP 2: APPLY ONLINE FOR ENTRANCE AWARDS

- ✓ To start your Entrance Awards online application, click on [‘Apply’](#) under the ‘Select to Access’ column



Personal Information **Student Services**

Search

Scholarships, Bursaries and Awards Applications

To complete an application, click the Apply link in the **Select to Access** column.

To make changes to an application, click the *Completed On* date in the **Select to Access** column. Please ensure you click through all applications (marked with a red asterisk). You must read the Applicant Statement, select Yes to agree to the Terms and Conditions at the end of the application. After clicking the final Continue button, your application will be changed to an incomplete status.

The status of your application is displayed in the **Status** column. If the status is blank, the application is currently open and will be assessed. To return to the Main Menu, select Student Services > Student Records > View Holds.

Term	Application Type	Applications Accepted	Close	Select to Access	Status
Fall 2021	Entrance Awards	Oct 15, 2020	Mar 01, 2021	Apply	



STEP 2: APPLY ONLINE FOR ENTRANCE AWARDS

- ✓ Check [your personal information is correct](#).
If not, contact the [Registrar's Office](#) for further assistance.
- ✓ Questions with asterisks(*) must be answered, otherwise the system will **not** allow you to proceed to the next section.



Welcome to the 2021-2022 online application for Capilano University Entrance Awards!

Please contact finaid@capilanou.ca if you require assistance with this application.

* - indicates a required field.

Application Term:	Fall 2021
Application Type:	Entrance Awards
Street:	123 STREET ADD
City:	VANCOUVER, BC, V5K1M9
Birth Date:	Mar 18, 1988
Gender:	Female
Preferred Email:	studentsample@my.capilanou.ca
Program of Study:	Bachelor of Business Admin

Application Date: 10-NOV-2020

Social Insurance Number: (OPTIONAL- NOT REQUIRED)

SIN is collected only for the purpose of T4A administration. Refer to Canada Revenue Agency for information.

Accommodations: *

Select the option that best represents your circumstances.

How many dependent children do you have?

Indicate the birth date of your dependent children (mm/dd/yyyy):

Dependent children are those that you declared on your income tax return last year.

Do you identify yourself as an Aboriginal or Indigenous person of Canada?: *

e.g. First Nations, Métis, Inuit



STEP 2: APPLY ONLINE FOR ENTRANCE AWARDS

- ✓ For students with the permanent disabilities (PD) registered with [CapU Accessibility Services](#)
- ✓ If you have received this award at a different school
- ✓ For domestic and US students only
- ✓ For Windsor school football players only
- ✓ Bursaries are for domestic students only



Are you, or do you intend to be, registered with Accessibility Services? (Y/N) *

Only enter 'Y' or 'N' for Yes/No questions.



Have you previously received a Fairfax award? (Y/N) *

Only enter 'Y' or 'N' for Yes/No questions.



Will you be applying for student loans for the Fall 2021 term? (Y/N) *

Only enter 'Y' or 'N' for Yes/No questions.



Are you, or were you, a player on the Windsor Secondary football team? (Y/N) *

Only enter 'Y' or 'N' for Yes/No questions.



Do you want to be considered for entrance bursaries? (Y/N) If yes, complete the Budget Worksheet *

Only enter 'Y' or 'N' for Yes/No questions.



Continue



To navigate through your application, only use the 'Continue' button. Do not use your browser 'Back' or 'Forward' keys.



STEP 2: ENTRANCE AWARDS – BUDGET WORKSHEET “EXPENSES”

To be considered for Entrance Bursaries, you must complete this page in full and follow the instructions carefully. Enter the amounts for 4 months of the term

Application Term: Fall 2021

Application Type: Entrance Awards

* - indicates a required field.

Expenses

Standard living expenses (eg. rent, transport, food, etc.) & your tuition/fee/book amounts will be automatically applied. These expenses **should not be** reported here.

Description	Explanation	Entered Amount	Multiplier	Calculated Amount	Message
Child Care	If you have child care expenses for your children aged 11 years and younger, enter the monthly amount you are required to pay each month during the term that this application is for.	<input type="text"/>	4		
Child Support	Child support (also called maintenance) is financial support that one parent pays to another parent under an agreement or court order to help provide for the daily needs of a child. If you are required to make these payments, enter the monthly amount you are required to pay each month during the term that this application is for.	<input type="text"/>	4		
Spousal Support	Spousal support (also called maintenance) is financial support paid to a former spouse under an agreement or court order to help with living expenses. If you are required to make these payments, enter the monthly amount you are required to pay each month during the term that this application is for.	<input type="text"/>	4		
Exceptional Expenses	If you have exceptional financial circumstances that set you apart from other students and are a barrier to accessing your education, you may report the amount of your exceptional expenses you have for this term here. You must submit supporting documentation (e.g. receipts) for all claimed exceptional expenses. Information on supporting documentation requirements and instructions for submission of your supporting documentation is at scholarships, bursaries, and awards . All claimed exceptional expenses are subject to review.	<input type="text"/>			

Total:

\$0.00



STEP 2: ENTRANCE AWARDS – BUDGET WORKSHEET “RESOURCES”

If you do not have income for the four months of the term, report the amount of financial resources (e.g. parental/family support, savings etc.) you are using to pay for all your tuition, fees, living expenses, etc. to be considered for the CapU bursaries regardless of whether or not you are receiving a student loan.

Resources



If \$0 total resources are claimed below & you have not/will not apply for student loans, you will need to contact финаid@capilanou.ca in order to be considered for bursaries.

Description	Explanation	Entered Amount	Multiplier	Calculated Amount	Message
Employment Income	If you will be employed or on a co-op work term during the term that this application is for, enter the monthly net amount of income that you will earn.	<input type="text"/>			
Parental/Family Support	Enter the total amount of all financial support you will receive from your parents/family (including tuition and textbook payments, RESPs, scholarship trust funds, support for living expenses, rent payments they will make for you, room-and-board, etc.) during the term that this application is for.	<input type="text"/>			
Spouse Income	Enter the monthly amount of employment income that your spouse/common law partner will earn during the term that this application is for.	<input type="text"/>	4		
Savings	Enter the total amount of savings that you have for the term of study that this application is for.	<input type="text"/>			
Band Funding - Tuition	If you will be receiving sponsorship/payment from an organization (eg. band, Indigenous organization, Ministry office) for tuition support, enter the total amount you will be receiving this term for tuition, textbooks, and school supplies.	<input type="text"/>			



STEP 2: ENTRANCE AWARDS – BUDGET WORKSHEET “RESOURCES”

Band Funding - Living	If you will be receiving sponsorship/payment from an organization (eg. band, Indigenous organization, Ministry office) for a living allowance, enter the monthly amount you will receive for your living allowance during each month of the term that this application is for.	<input type="text"/>	4
Disability Assistance	If you will be receiving disability assistance through the BC Employment and Assistance Program for Persons with Disabilities, enter the monthly amount you will receive during each month of the term that this application is for.	<input type="text"/>	4
Affordable Child Care Benefit	Affordable Child Care Benefit or child care subsidy is financial support provided by the government to help parents and guardians with the cost of child care. If you are receiving this financial support, enter the monthly amount that you will receive each month during the term that this application is for.	<input type="text"/>	4
Child Support	Child support (also called maintenance) is financial support that one parent pays to another parent under an agreement or court order to help provide for the daily needs of the child . If you receive these payments, enter the monthly amount you will receive each month during the term that this application is for.	<input type="text"/>	4
Spousal Support	Spousal support (also called maintenance) is financial support to help with living expenses paid to a former spouse under an agreement or court order. If you receive these payments, enter the monthly amount you will receive each month during the term that this application is for.	<input type="text"/>	4
Awards	If you will be receiving a scholarship or award, enter the total amount that you will receive this term. Do not include scholarships/awards you are receiving from Capilano University.	<input type="text"/>	

Total:

Enter the total amount per month unless otherwise specified in the Resources Explanation.

\$0.00

Total Expenses: \$0.00
Total Income: \$0.00
Calculated Need: \$0.00



Once you’ve completed the budget worksheet, click on ‘Calculate’ to see the if you show Financial Need.



To navigate through your application, only use the ‘Continue’ button. Do not use your browser ‘Back’ or ‘Forward’ keys.



STEP 2: ENTRANCE AWARDS –PERSONAL DECLARATION



Financial Aid and Awards audits a minimum of 5% of all submitted award applications. Applicants may be required to submit additional supporting documentation as part of the audit process. Awards will be revoked for students who fail to provide supporting documentation or misrepresent themselves on applications.

Application Term: Fall 2021

Application Type: Entrance Awards

Applicant Statement

I certify that the information provided on this application and subsequent supporting documents is true and complete to the best of my knowledge. If requested, I will provide documentation to support the verification of information I have provided and of award eligibility. I authorize Capilano University to verify information collected on this application and I consent to the disclosure of information on this application to other educational institutions, government student loan agencies, and the BC Ministry of Advanced Education as required. I understand that any misrepresentation or false information provided may result in the cancellation of any application or scholarship/bursary/award that I may receive and that I may be subject to University disciplinary action. I understand that outstanding University debts will be deducted from any scholarship/bursary/award that I am granted. If I am awarded a scholarship/bursary/award, I consent to the disclosure of my information, relevant to the requirements of the scholarship/bursary/award, to the donor, applicable Capilano University departments, and/or media publications. In accordance with the Freedom of Information and Protection of Privacy Act (FOIPPA) personal information can only be used for the purpose for which it is collected; for a reason consented to by the individual; or in accordance with sections 33 and 36 of the Act.

By submitting this application I agree to this Applicant Statement

Do you agree to the terms and conditions listed above?*



You must select 'Yes' to agree to the Terms and Conditions.

Please note that your application is not complete and has not been submitted until you press the "Continue" button below and proceed to the next page.



To navigate through your application, only use the 'Continue' button. Do not use your browser 'Back' or 'Forward' keys.



STEP 2: ENTRANCE AWARDS –ALMOST DONE

Congratulations! You've successfully completed and submitted your Entrance Awards online application.

Award Application Process Completed

Application Term: Fall 2021

Application Type: Entrance Awards

- You have now completed **Step 2: Apply online for entrance awards** in the application process for 2021-2022 Capilano University Entrance Awards.
- Review [Step 3: Submit supporting documents to the Financial Aid & Awards office](#) to ensure you are considered for all of the awards you may be eligible for.

All entrance award applicants will be notified of the status of their applications by June 2021. Good luck and welcome to Capilano University!



Continue

Let's go and see what supporting documentation you can submit for your Entrance Awards application



STEP 3: SUBMIT SUPPORTING DOCUMENTATION

- ✓ Check out required supporting documentation for each entrance award by visiting the [“Future Students”](#) webpage.
- ✓ Since these documents may differ from awards and scholarships, please ensure you submit the complete package to be considered for specific awards.
- ✓ Carefully read the instructions provided on all supporting documents (e.g. topic, submissions and signature)
- ✓ Email your completed documents to us at финаid@capilanou.ca

2021-22 Entrance Awards dates



- Online application opens October 15, 2020
- Deadline to apply online and submit supporting documents is March 1, 2021

Step 3: Submit supporting documents to the Financial Aid & Awards office

For some entrance awards, you also have to submit supporting documents. Check out the full requirements for each entrance award and submit your supporting documents to финаid@capilanou.ca.

Award	Award Amount	Awards Available	Supporting Documents
Capilano Excellence Scholarship (CAPX)	up to \$56,000	10	<ul style="list-style-type: none">• Supporting Documents Package (pdf)
Capilano Community Leadership Award (CCLA)	up to \$2,500	35	<ul style="list-style-type: none">• Leadership Skills and Community and Campus Engagement Worksheet (pdf)
		20 for high school students	



For complete list, visit [“Future Students”](#) webpage.



HELPFUL TIPS: UPDATE YOUR APPLICATION BEFORE DEADLINE



- ✓ If you want to change/edit your information on the Entrance Awards online application before the deadline, click the [‘Completed On date’](#) in the ‘Select to Access’ column.
- ✓ Please ensure you click through all application pages, using the **Continue button**, and read the Applicant Statement, select Yes to agree to the Terms and Conditions at the end of the application and then click the Continue button to complete your application.

Term	Application Type	Applications Accepted	Close	Select to Access	Status
Fall 2021	Entrance Awards	Oct 15, 2020	Mar 01, 2021	Completed on Nov 10, 2020	Under Review



If you **do not click the final Continue button**, your application will have an **incomplete** status.





STIL HAVE QUESTIONS?

Feel free to contact us at
finaid@capilano.ca



CAPILANO.CA

    @CapilanoU

 **CAPILANO**
UNIVERSITY