



**Spirit of Hospitality  
Scholarship Application Kit**

**Application Deadline: May 31<sup>st</sup>, 2009**

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## INSTRUCTIONS FOR ALL APPLICANTS

### PLEASE FOLLOW THESE IMPORTANT INSTRUCTIONS

- Make sure that you meet all the eligibility requirements (listed below).
- Read the application package thoroughly and carefully. Follow all instructions. **Go over the Application Checklist point by point so you are certain that all parts of the application are completed.**
- Contact Spirit of Hospitality with any questions you may have via email: Elizabeth@spiritofhospitality.com
- Photocopy your whole application package for your records before sending it. It will not be returned to you.

### HOW TO GET YOUR APPLICATION TO US

Submit your application by Canada Post (regular mail, XpressPost or Priority). **We will not accept faxed or emailed applications.** All applications must be postmarked or dated no later than **May 31, 2009**

Applications sent by private couriers must arrive no later than **May 31, 2009** Packages that arrive after this date will not be accepted. A signature upon receipt is not available.

**Applications are to be sent to:**

Spirit of Hospitality  
4271 Sagebrush Trail  
Mississauga, Ontario  
L5C 4S2

#### **ELIGIBILITY REQUIREMENTS**

- You must be in your final year of high school and must enroll this September in a Canadian Hospitality Training Program (college or university) in one of the following areas of study:
  - Culinary or Pastry • Food & Beverage • Hotel
- Include a letter of recommendation from your school principal, guidance counselor or teacher
- Include a letter of recommendation from a past or current employer
- Have a passion for the hospitality industry
- Be a Canadian citizen or landed immigrant
- Applications must be received or postmarked no later than **May 31<sup>st</sup>, 2009**

#### **KEY PROGRAM DATES**

- April 1, 2009– Nominations Open
- May 31, 2009– Nominations Close
- August 2009– Award Recipients notified, awards mailed out.

#### **APPLICATION PROCESS AND CHECKLIST**

- Two (2) copies of the application, each completed in full (one may be photocopied).
- No staples, paper clips only.
- Documentation proving that you are currently pursuing education in a Canadian Hospitality Training Program in one of the following areas of study: culinary or pastry, food and beverage or hotel. (example :a letter of acceptance)
- Include the following information:
  1. Application form: **fully completed and signed.**
  2. Official transcripts: i) Final Grade 11 transcripts ii) Grade 12 first or mid term report card for current year.
  3. Letter of recommendation from your guidance counselor, any teacher or school principal.
  4. Letter of recommendation from a past or current employer.

Note: Employer and school letters must be on **official stationary** and include telephone and fax numbers. Spirit of Hospitality reserves the right to check all references.
- Make sure that your application is **signed**. If you are under the age of 16, please make sure a parent or legal guardian has also signed the application. **Unsigned applications will not be reviewed.**
- A self-addressed, stamped envelope for confirmation of receipt of your application.**



## SCHOLARSHIP PACKAGES

### 1. Brian M. Cooper Award

- **\$ 1,500 monetary scholarship** towards a **Canadian** hospitality/culinary institute of winner's choice.
- Co-op work experience, mentoring by a top Toronto Chef at a selected Ontario Hospitality Establishment
- Hospitality Gift Package

### 2. Culinary Spirit Award

- **\$ 1000 monetary scholarship** towards a **Canadian** hospitality/culinary institute of winner's choice.
- Co-op work experience at a selected Ontario Hospitality Establishment
- Hospitality Gift Package

### 3. Hospitality Spirit Award

- **\$ 1000 monetary scholarship** towards a **Canadian** hospitality/culinary institute of winner's choice.
- Co-op work experience at a selected Ontario Hospitality Establishment.
- Hospitality Gift Package

### 4. Hospitality and Culinary Bursaries

- **Three \$ 500 monetary bursaries** towards a **Canadian** hospitality/culinary institute of winner's choice.
- Co-op culinary work experience at a selected Ontario Hospitality Establishment
- Hospitality Gift Package
- Awarded to deserving students with potential and passion, but not as strong in academics.



## **The Judging Criteria**

Applications are judged on work experience, extracurricular activities, academic record and letters of recommendation. Financial need is also taken into consideration. Applicants may be asked to participate in a personal telephone interview by a member of the Scholarship selection committee.

## **Payment**

One payment in the amount specified per scholarship will be made in September of the recipient's first academic year. Spirit of Hospitality will seek confirmation of full-time enrollment from the college before the payment is made. Payment will be sent directly to the college for credit toward the student's tuition fees. If the fees have been paid in full, the money is to be given to the recipient by the college.

Only award recipients will be notified of the judges' decisions and their names will be posted on [www.spiritofhospitality.com](http://www.spiritofhospitality.com)

## **Note:**

**Applications and references may be submitted in French, but due to the primary language of the judging panel, must be accompanied by a reasonable English translation. Thank you.**

Award Recipients are responsible for their own transportation and accommodation to and from the Awards Reception.

Financial Awards must be used within the **2009 – 2010 academic year**.

The Spirit of Hospitality, in consultation with award recipient and co-op host, will establish dates for the co-op work experience.





### Summer and/or Part-Time Employment

Start Date \_\_\_\_\_ End Date \_\_\_\_\_ Position Held \_\_\_\_\_  
Month/Year Month/Year

Company \_\_\_\_\_ Tel (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_ Job Title \_\_\_\_\_ Email \_\_\_\_\_

Start Date \_\_\_\_\_ End Date \_\_\_\_\_ Position Held \_\_\_\_\_  
Month/Year Month/Year

Company \_\_\_\_\_ Tel (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_ Job Title \_\_\_\_\_ Email \_\_\_\_\_

### References

Please list the names, telephone numbers, fax numbers, and email addresses of

1. An employer (past or present)
2. The teacher or high school administration member whose reference letter is attached to this application
3. The employer whose reference letter attached to this application

**(Minimum of one reference letter each from an employer and school faculty member is required)**

Name \_\_\_\_\_ Job Title \_\_\_\_\_

Tel (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Job Title \_\_\_\_\_

Tel (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Job Title \_\_\_\_\_

Tel (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

**How Did Learn About This Scholarship?** (May be more than one choice.)

At School  A Friend  Internet  Employer  Parent  Other



Please summarize your Extracurricular and Community Involvements, giving pertinent details (a separate page may be used).

On a separate page, please type a 500 word personal response that answers the following questions:

Why are you pursuing a career in the field of hospitality?

How did you develop your interest in hospitality?

What activities have you been engaged in related to the field of hospitality?

Please describe your career goals.

Why should you be considered for one of these scholarships?

Are there any personal circumstances or information you think might be relevant to this application?

*I certify that the above information is correct to the best of my knowledge and hereby authorize my high school and my past and present employers listed above to provide Spirit of Hospitality with such other information as may be required to process my application and award payment in the event I receive the award.*

*I agree to the release of my name and photo for publication.*

Date \_\_\_\_\_ Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_ Signature of Guardian \_\_\_\_\_

(if under 16 years of age)

**\*\*Unsigned or incomplete applications will not be reviewed\*\***