



CO-OPERATORS BURSARY FOR STUDENT MEMBERS POLICY & PROCEDURES

The New Brunswick Association of Social Workers (NBASW) is the professional and regulatory body for the profession of social work in the province of New Brunswick. The NBASW strives to advance and promote strong and ethical social work practice, provides support to its members, and protects the public. The Co-operators home and auto insurance, in partnership with the NBASW, are pleased to offer three student bursaries awarded on an annual basis. Social work students who are registered as NBASW student members and who are studying in the following Schools of Social Work are eligible to apply for a bursary: St. Thomas University Mi’kmaq/Maliseet Bachelor of Social Work program, Université de Moncton School of Social Work, and the mainstream St. Thomas University School of Social Work.

To be eligible to apply for Co-operators Bursary for Student Members, the candidate must:

- a. Be a student member with the New Brunswick Association of Social Workers; and
- b. Be a full-time student at the Bachelor of Social Work (BSW) or Master of Social Work (MSW) level at one of the following three Schools of Social Work: M’ikmaq Maliseet Bachelor of Social Work program, St. Thomas University School of Social Work, or l’Université de Moncton School of Social Work.

Procedure

Please submit the following application form to the NBASW office and note that incomplete application forms will not be accepted.

Important dates

| Application period if you are currently enrolled | | | |
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| Important dates | Université de Moncton School of Social Work | M’ikmaq / Maliseet BSW programme | St. Thomas University School of Social Work |
| Application deadline: | January 31 st | March 1 st | November 1 st |
| Target month to forward results to the bursary recipient and all applicants: | February | March | November |

Bursaries available and frequency of fund

The three bursaries available are: *(A recipient may be awarded the fund only once)*

- One bursary of \$500.00 to student members at l'Université de Moncton School of Social Work; and
- One bursary of \$500.00 to student members at the St. Thomas University Mi'kmaq/Maliseet Bachelor of Social Work program;
- One bursary of \$500.00 to student members at the mainstream St. Thomas University School of Social Work.

Administration of the fund

The provincial office is responsible for the following activities in relation to the administration of the fund:

- A notice regarding the bursary will be sent to all Schools of Social Work in the province of New Brunswick and to all members of the NBASW each year. This notice will consist of the Policy and Procedures; the application forms; and the application deadline.
- Once the deadline for applications is passed, the delegate from the provincial office will ensure that copies of all applications are sent to members of the Education Committee. These will be sent in such a fashion as to protect the confidentiality of the applications. The originals will be kept at the NBASW office.

The Education Committee is responsible for the following activities in relation to the administration of the fund:

- Education Committee members must declare any Conflict of Interest, as defined in the NBASW Conflict of Interest Policy, and as such, take appropriate steps, such as remove themselves of the specific decision. If the committee is unable to make the selection, the provincial office will appoint another committee responsible for the selection on an ad hoc basis.
- The Education Committee will assess each application and select a recipient and runner-up.
- The Education Committee will inform the Executive Director the name of the recipient, including the runner up of the bursary.



In the event where there are no candidates applying for the NBASW Student member and Co-operators bursary fund from a School of Social Work, that School will lose the bursary for that school year and a recipient from another School of Social Work will be chosen. This selection will be at the discretion of the Education Committee.

If the Education Committee is unable to make the selection one year, due to conflicts of interest or other reasons, the provincial office will take the appropriate steps to ensure a recipient is selected and the funds are distributed, which may include appointing another committee as the ad hoc selection committee.

Following the selection of the recipient, the provincial office is responsible for the following activities in relation to administration of the fund:

- The NBASW will contact the bursary recipient, request a photo, and transfer the appropriate bursary funds to the recipient.
- Non-selected applicants will receive a letter from the NBASW office.
- If the nominee decides not to continue his/her studies, the bursary will be given to the runner-up.
- The NBASW office will make an announcement of the bursary recipients in a Newsletter and/or on social media each year.

For more information, please contact the NBASW office at:

P.O. Box 1533, Station A
Fredericton, NB
Phone: 506-459-5595 or toll free: (877) 495-5595
Fax: 506-457-1421
info@nbasw-attsnb.ca
www.nbasw-atsnb.ca

Approved by the Board of Directors
December 4, 2021