

**FESSENDEN-TROTT
SCHOLARSHIP PROGRAM GUIDELINES
2017-2018**

REVISED

INTRODUCTION

Scholarships, to be known as Fessenden-Trott scholarships, have been established in memory of the late Professor Reginald Aubrey Fessenden and the late Helen May Fessenden (née Trott).

Professor Fessenden was born in Canada in 1866. He came to Bermuda as a young man and was Headmaster of the Whitney Institute for approximately two years. He married Helen May Trott of Bermuda in 1890. During a distinguished career in Canadian and American universities, which included appointments as Professor of Electrical Engineering at Purdue University and at Western University of Pennsylvania (now the University of Pittsburgh) Professor Fessenden became a renowned inventor of electrical and radio equipment and was a pioneer of radio broadcasting. He developed an entirely new system of wireless transmission distinct from and based on a different principle from that of Marconi and Lodge and he first tested the wireless telephone at Cobbs Island, Maryland, in 1900. Six years later he effected the first two-way trans-Atlantic wireless telegraphic service between Brant Rock, Massachusetts, and Machrihanish, Scotland. Professor Fessenden also invented the oscillator, the fathometer (also known as the sonic depth finder), the wireless compass and other submarine signaling devices. He was honoured by the Institute of Radio Engineers in 1921 and received the John Smith medal for his invention in "Continuous Wave Telegraphy and Telephony" in 1922, followed by the Scientific American Medal for his numerous inventions relating to safety at sea.

The Professor's wife, Helen May Fessenden, was a daughter of the late Thaddeus and Louisa Trott of "Rockmore", Smith's Parish, Bermuda. When the Professor's health began to fail, he and his wife returned to Bermuda and resided there from 1928 until he died in 1932. Mrs. Fessenden remained in Bermuda until she died in 1941 and the Fessenden Trust was established by her will.

1- OBJECTIVE

Each year, these scholarships are offered to a different region of Canada. In 2017, nominations will be accepted from universities in the province of Ontario.

2- NUMBER OF SCHOLARSHIPS

- Up to four (4) scholarships at the bachelor degree level.

3- VALUE AND DURATION OF THE SCHOLARSHIPS

- \$9,000 CAD for students who have completed their **first year of their first bachelor degree program** by the deadline date of June 15 in the year of application. Applicants who have undertaken prior postsecondary studies will not be eligible. The scholarship is tenable for up to three consecutive years or until the first bachelor degree is obtained.

4- TYPE OF SCHOLARSHIPS

- Applicable towards full-time studies for applicants entering the second year of their first bachelor degree in September 2017.

5- REQUIREMENTS FOR ELIGIBILITY

a) Applicant

Eligible applicants must have:

- Canadian citizenship or permanent residency by June 15th in the year of application.

c) Academic

Eligible applicants must:

- have completed the first year of their first bachelor degree program in a Canadian educational institution.
- have attained a high academic standing as defined by the nominating institution;
- be nominated by a Canadian educational institution where the first year of the first bachelor degree studies has been completed.

d) Application form and Supporting Documents

Eligible applicants must provide:

- a duly completed application form;
- an official transcript of the first year of marks (2 terms of studies);

NB: A transcript will be considered acceptable only if it meets the following criteria:

- 1- It is presented on the official paper of the institution;
- 2- It bears the appropriate signature(s) and/or seal of the institution.

Photocopies or electronic transcripts will not be accepted.

- two signed reference letters with the references' original signatures (one from a teacher and one from a person familiar with their volunteer/community involvement and/or extracurricular activities). The reference letters must come from two separate individuals and must be typewritten on letterhead, signed and include the reference's contact information. If possible, the referee should describe their relationship to the applicant in the letter. The reference cannot be related to the applicant.
- a 250-word essay describing their volunteer/community involvement and/or extracurricular activities over the past five years;
- the Universities Canada form listing your volunteer/community involvement and/or extracurricular activities (page 2 of the application form);
- the signed Nomination Form (page 6 of the application form);
- applicant email address (on first page of application).

PLEASE NOTE: If any of the above requirements are not met, your application will be considered incomplete and will not be evaluated.

6- FIELD OF STUDY / PROGRAM REQUIREMENTS

- No restrictions on the program of study or discipline.

7- ELIGIBLE INSTITUTIONS

- Canadian educational institution which have recognized provincial degree-granting powers, or their affiliates (e.g. universities).

8- NOMINATIONS

- Candidates must submit their application, supporting documents and nomination form to their nominating institution.
- Each eligible institution, or the campus within the same institution, may nominate **ONE** candidate.
- Each institution will set its own internal policies, procedures and deadlines concerning the selection of its nominee. Please contact the Awards/Financial Aid Office at your institution for more information on the institution's internal deadline for nominations and whether or not your application has been forwarded to Universities Canada for final selection.

9- CONDITIONS / RESTRICTIONS

- a) If a recipient is taking a three year degree program prior to studies for a first professional degree such as law, medicine, education, etc., the scholarship recipient may qualify for each year of the first degree plus the consecutive year towards the professional degree but only to a maximum of three consecutive academic years or the equivalent.
- b) Students who have previously held a Fessenden-Trott Scholarship are not eligible.

10- SELECTION OF SCHOLARSHIP WINNERS

- a) Selection of winners is made by a committee of Canadian university and college representatives chosen by Universities Canada.
- b) Evaluation criteria:
 - Academic performance ;
 - for co-op students, only the first two study term marks will be considered.
 - Leadership qualities as evidenced by volunteer/community involvement and/or extracurricular activities;
 - Quality and relevance of the reference letters.
- c) The Fessenden-Trott Scholarship Committee (sponsor) exercises no influence in the selection of the scholarship recipients in the adjudication process.
- d) Selection Committee's decision is irrevocable.

11- RESPONSIBILITIES OF SCHOLARSHIP RECIPIENTS

- Return the signed *Scholarship Acceptance Form* provided by Universities Canada.
- Send proof of registration from the educational institution you will be attending.
- Use the scholarship in the academic year for which it is awarded.
- Keep Universities Canada informed of any changes to your contact information including email.

12- PAYMENT

- Scholarship payment(s) will only be issued upon completion of the scholarship acceptance process and review and acceptance of all required supporting documentation by Universities Canada.
- Universities Canada will forward payment of the scholarship to the educational institution on behalf of the Fessenden-Trott Scholarship Committee.
- It is the student's responsibility to ensure that payment of tuition fees is made within the defined timeframe set by the educational institution regardless of the timing of the scholarship payment.
- Payment by the institution to the student will be made in accordance with the normal practice of the educational institution.

13- RENEWAL OF SCHOLARSHIPS

- Recipients will be notified in April each year by email, when it is time to renew their scholarship and will be required to complete their renewal online.

- Scholarship recipients must maintain a full-time status as defined by the educational institution.
- Recipients must pass all courses on the first writing and maintain a high academic standing. Grades or marks obtained in supplementary or repeated examinations will not be considered.
- Scholarship recipients must contact the Registrar's Office to have their official and complete transcript from the 2016-2017 academic year sent to Universities Canada before the deadline date of June 30, 2017.
- **For Students in a Co-op Program:** Students enrolled in a co-op program are only eligible to receive payment when they are enrolled full-time in an academic term. The academic evaluation, therefore, will be based on the course work completed during the previous academic year, (September 1 – August 31), and may result in the evaluation of one, two or three terms, depending on the schedule of their study terms. The payment of the scholarship will then be issued accordingly.
- Payment of the renewed scholarship will be processed as per *Payment Section 12* above.

14- SCHOLARSHIP ADMINISTRATOR

Universities Canada administers the scholarship program on behalf of The Fessenden-Trott Scholarship Committee. Universities Canada's mandate is to facilitate the development of public policy on higher education and to encourage cooperation among universities and governments, industry, communities, and institutions in other countries. Universities Canada is associated with leading firms in nearly every sector of the economy through its provision of scholarship services and management of more than 130 different scholarships programs on behalf of corporations, government agencies and private foundations throughout North America. For additional information, please visit www.univcan.ca.

15- APPLICATION PROCEDURES

Paper Application:

- Postmarked paper application and all supporting documents must be sent to Universities Canada no later than the application deadline date of **JUNE 15, 2017**.

IMPORTANT: You are responsible for ensuring that you or the nominating institution postmarks your envelope by the due date. It is recommended that you send your application by registered mail or courier, to ensure the package can be tracked. Your application will be acknowledged by email once it has been received and processed by Universities Canada. To ensure that all supporting documents have been received and accepted, visit www.univcan.ca/scholarships and select *My Account* to review your scholarship application information. To access your account, you will require your login information, which will be provided in your acknowledgement email. Further information and an application form may be requested directly from Universities Canada at the address noted below or from the applicant's university Awards/Financial Aid Office.

Please mail your documents to:	Contact Us:
Scholarship Partners Canada Universities Canada Ref: The Fessenden-Trott Scholarship Program 1710-350 Albert Street Ottawa ON K1R 1B1	Tel.: (613) 563-1236 Toll free: 1-844-567-1237 Fax: (613) 563-9745 E-mail: awards@univcan.ca

16- CONTINUATION

The Fessenden-Trott Scholarship Committee retains the right to change and/or end the sponsorship of the scholarship plan without notice.