

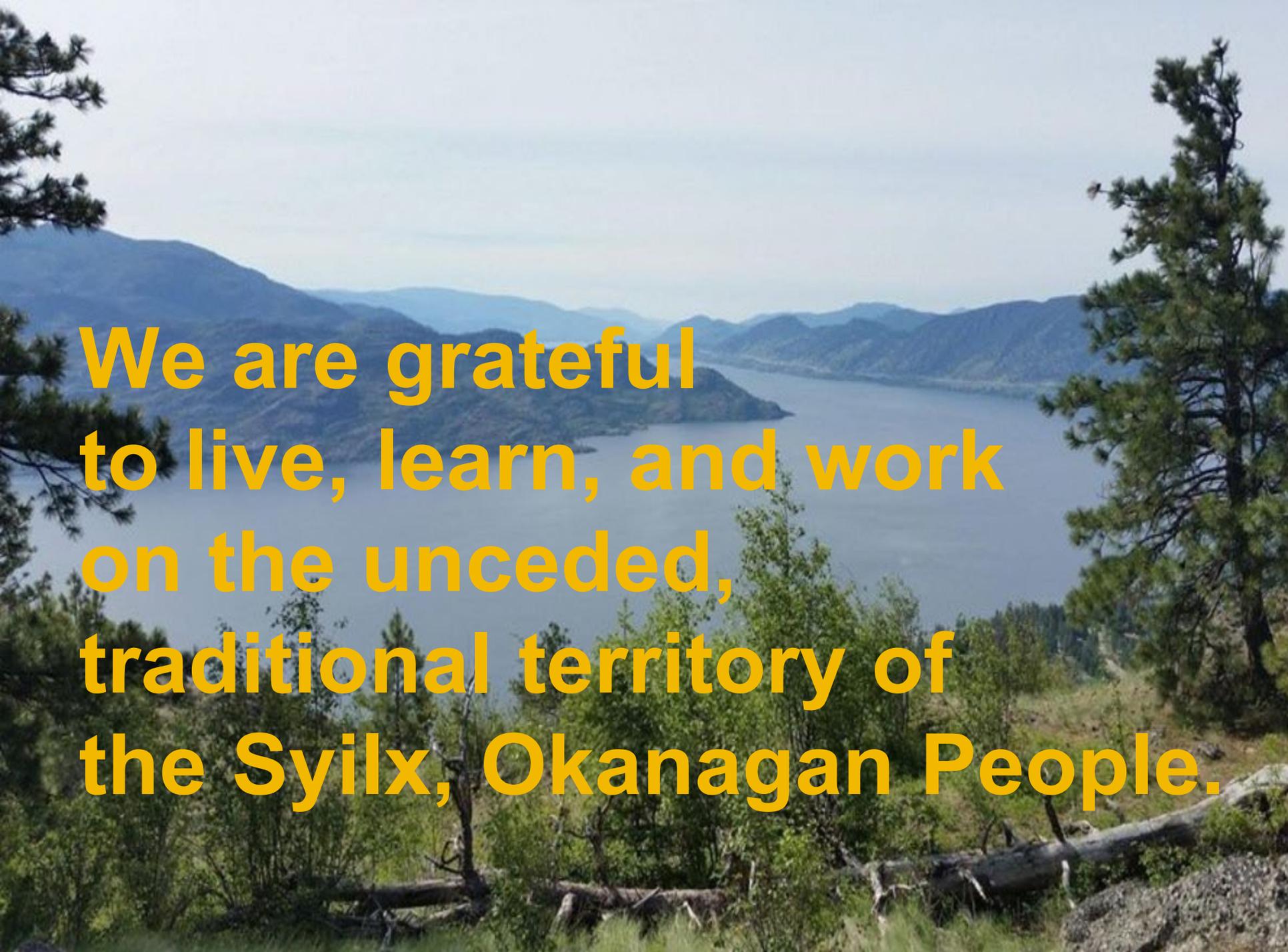


**Kelowna Secondary School**



**POST-SECONDARY PREPARATION SESSION (PSP) #2**

# **Scholarship & Bursary Information November 2025**

A scenic landscape view of a large lake, likely Okanagan Lake, surrounded by mountains and trees. The text is overlaid on the image in a bold, yellow font.

**We are grateful  
to live, learn, and work  
on the unceded,  
traditional territory of  
the Syilx, Okanagan People.**

# Grade 12 Grad Info

## Essential KSS Grade 12 Information on Google Classroom

for all things for grade 12s at KSS

*(sanctioned grad events, grad photos, grad gowns, secondary info, scholarships, etc)* *post-*

**Code  
for  
joining**



**dpumerha**

*Google Classroom information does not preclude students from the responsibility of independent post-secondary research.*

# Grade 12 Post Secondary Prep

## #2

- ◆ Student Transcript Service
- ◆ Financial Planning
- ◆ Sources of Funding- Public/Private
- ◆ COBSS
- ◆ Important dates to note

**It's time to  
access the  
StudentTranscrip  
t Service!**



# Student Transcript Service

Your school marks are protected under privacy laws.

**You must GIVE PERMISSION to the Ministry of Education to share your marks with post-secondary institutions.**

[www.StudentTranscripts.gov.bc.ca](http://www.StudentTranscripts.gov.bc.ca)

**Do this  
ASAP!**

## INSTRUCTIONS:

**KSS Website ? Students ? Post-Secondary Institution Information ? Student Transcript Services**

Most PSI's have asked this is complete by  
December



# Student Transcript Service

[www.StudentTranscripts.gov.bc.ca](http://www.StudentTranscripts.gov.bc.ca)

- Transcripts are sent electronically to post-secondary institutions according to the SEND OPTION that the PSI has chosen.
- Do not adjust the default send option and/or date range the post-secondary school has already set.

**Example:** "Send my transcript now and allow this post-secondary Institution to request updates until the date specified below" (\*can be a 1 year timeline)

**\*\*DO NOT SELECT:**

*"Send my transcript electronically now" or "Send my printed transcript now" as these selections are for students who have already graduated*

**It's time to get  
clear about your  
financial plan!**

# The Costs of Education

- TUITION
- STUDENT FEES
- HEALTH FEES
- DENTAL FEES
- BOOKS & SUPPLIES
- HOUSING
- FOOD
- TRANSPORTATION

**Have you started  
the conversation yet?**

# The Costs of Education

## 1st year comparison

Institution	Program	Tuition	Fees
Okanagan College	Associate of Arts (university transfer)	<b>\$4,061.64</b>	<b>\$847.20</b>
UBC Okanagan	Bachelor of Arts	<b>\$6,079</b>	<b>\$917.86</b>
UVIC	Bachelor of Arts	<b>\$6414</b>	<b>\$960</b>

**Remember to also consider your personal living expenses!**  
*(ie: transportation, books, technology, etc)*



# The Costs of Education across Canada- What does an Bachelor of Arts cost?

Institution	Tuition
University of Calgary- Calgary	<b>\$7242</b>
University of Saskatchewan- Saskatoon	<b>\$7800</b>
University of Manitoba- Winnipeg	<b>\$6000</b>
Queen’s University- Kingston Ont.	<b>\$7393</b>
University of New Brunswick- Fredericton	<b>\$8,908</b>
Dalhousie University- Halifax	<b>\$9030</b>
University of Prince Edward Island- Charlottetown	<b>\$7630</b>

**Stats Canada, 2024-25:** <https://univcan.ca/about-universities-canada/facts-and-stats/tuition-fees-by-university/>

Considering Québec schools? Tuition for outof-province students now \$12,000+ in tuition & must learn French! ([click here to read more](#))

# The Costs of Education

Go to: [educationplannerbc.ca](https://educationplannerbc.ca)



Scroll down to **FINANCIAL RESOURCES**

- Types of Expenses
- Cost of living Calculator/ Budget Worksheet
- Student Aid BC
- Types of Financial Support
- Scholarships (links)/ How to Guide
- Financial Aid & Awards Offices (links)



EXPLORE

## Financial resources

Post-secondary education is a great investment, be sure to plan what your costs are going to be and what funding and support is available to help you.

Financial resources →

# Early Fee Payments

**Plan for fee payments BEFORE next September!**

✓ **APPLICATION FEES: \$30 to upwards of \$100**  
due when application is submitted

✓ **REGISTRATION DEPOSITS: approx. \$250 (or more) for confirming your seat**  
due when student accepts admission offer

✓ **HOUSING APPLICATION FEES & DEPOSITS: \$50 to upwards of \$500**  
various due dates, but before next June

**It's time to  
research possible  
sources of  
funding!**

# General Funding Research

## Bursaries & Scholarships



**KSS**  
↓  
**Students**

↓  
**Bursaries & Scholarships**



### WHAT IS AVAILABLE TO HELP STUDENTS FINANCE THEIR POST SECONDARY EDUCATION?

Post secondary education is expensive and students should seek out any assistance available to them. There are many bursaries and scholarships available to grade 12 students. A **bursary** is usually based on financial need whereas a **scholarship** is based on excellence in some area – the arts, athletics, languages etc. Unlike student loans (which all students do not qualify for), bursaries and scholarships are non-repayable awards. Every bursary or scholarship has its own criteria and deadline which have been established by the donor(s). Every month, the counselling department advertises the bursaries and scholarships that come through the school. These are listed below, and posted on the Grade 12 Info Board outside of the Counselling Centre.

There are many other awards available to grade 12s that do not come through the school. We always recommend that students check scholarship websites, parents' workplaces, post secondary institutions they are applying to and associations and organizations with which parents or grandparents are affiliated.

Some Scholarships or Bursaries will ask for Letters of Reference. When asking a referee for a letter, they may find it helpful to be given (or be reminded of) some information about you. If so, completing this [KSS brag sheet.pdf](#) for reference letters for them may be useful.

# General Funding Research

<https://kssawardsandscholarships.weebly.com/>

ÉCOLE KELOWNA SECONDARY SCHOOL

HOME GENERAL WEBSITES 2025-2026 LIST OF AWARDS/SCHOLARSHIPS FINANCIAL AID/LOANS INDIGENOUS AWARDS/SCHOLARSHIPS MORE...

## KSS Awards and Scholarships

Explore the buttons below to find out more about all the available awards, scholarships, bursaries and financial aid opportunities.

See Ms. Dishaw in the Counselling Centre if you have any questions about these awards/scholarships.

2025-26 List of Awards/Scholarships

GENERAL WEBSITES 2025-2026 LIST OF AWARDS/SCHOLARSHIPS FINANCIAL AID/LOANS

INDIGENOUS AWARDS/SCHOLARSHIPS FUNDING FOR FORMER YOUTH IN CARE CONTESTS FOR YOUTH

FRENCH IMMERSION AWARDS/SCHOLARSHIPS INTERNATIONAL STUDENT SCHOLARSHIPS KSS BRAG SHEET

Coming Soon ... Post Secondary Prep #2 Presentation (Nov 25 and 26th, 2025 from 11:30 - 12:30 in the library)

Article: [The 6 Most Common Mistakes When Applying to Scholarships](#)

Post secondary education is expensive and students should seek out any assistance available to them. There are many bursaries and scholarships available to grade 12 students. A bursary is usually based on financial need whereas a scholarship is based on excellence in some area - the arts, athletics, languages etc. Unlike student loans (which not all students qualify for), bursaries and scholarships are non-repayable awards. Every bursary or scholarship has its own criteria and deadline which have been established by the donor(s).

There are many other awards available to grade 12s that do not come through the school. We always recommend that students check scholarship websites, parents' workplaces, post-secondary institutions they

# General Funding Research



[studentscholarships.org/](https://studentscholarships.org/)



[scholarshipscanada.com](https://scholarshipscanada.com)



[studentawards.com/](https://studentawards.com/)

# General Funding Research: TIPS

STEP 1

**Do your research**

STEP 2

**Read the criteria**

STEP 3

**Make a calendar of deadlines**

STEP 4

**Gather references letters**

STEP 5

**Create a scholarship portfolio- reuse/recycle**

STEP 6

**Gather updated transcripts**

STEP 7

**Proofread applications**

# General Funding Research: Personal Brag Sheet

## HELP YOUR REFERENCE WRITE YOU THE LETTER YOU NEED!

- ✓ Indicate the reason for the letter (name of award, scholarship, employer, etc.)
- ✓ Provide as much detail as you can
- ✓ Make a copy to give to the person you are asking to write the letter (\*keep the original for other letters you may request)
- ✓ PDF Available on the KSS Awards and Scholarships website:  
[https://kssawardsandscholarships.w  
eebly.com/](https://kssawardsandscholarships.weebly.com/)

### My Personal "Brag Sheet"

Letter of Reference / Scholarship Nomination

DATE LETTER IS REQUIRED: \_\_\_\_\_

Reason for letter (name of bursary or grant, employer or job title, post-secondary entrance): \_\_\_\_\_

STUDENT'S FULL NAME: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

#### ACADEMIC ACHIEVEMENTS

Grade Point Average: \_\_\_\_\_ Work Ethic or Honour Roll: \_\_\_\_\_

Applicable course information (especially for the teacher writing the letter):

SEMESTER 1			SEMESTER 2		
Course	Mark	Work Habit	Course	Mark	Work Habit

Other academic achievements: ( ex: Work Experience, AP Program(s), Physics Olympics, etc.)

\_\_\_\_\_

#### PERSONAL/ACADEMIC/CAREER GOALS

Next Year: \_\_\_\_\_

In 5 years: \_\_\_\_\_

#### ATHLETIC ACHIEVEMENTS

At MBS: \_\_\_\_\_

Outside of school: (ex: Community, Select, Provincial or National Team) \_\_\_\_\_

~ HELP YOUR REFERENCE WRITE YOU THE LETTER YOU NEED! ~

**Not all bursary/scholarship applications require a letter. Check before asking!**

# Specific Sources of Funding

## 1. BC Ministry of Education Scholarships

- ✓ BC Achievement Scholarships - \$1,250
- ✓ BC Excellence Scholarships - \$5,000
- ✓ Pathway to Education Scholarships - \$5,000
- ✓ District / Authority Scholarships - \$1,250

## 2. COBSS

One Application, 500+ awards

## 3. Institution Specific Funding

May be automatically awarded based on application to the PSI  
(ie: UVIC offers scholarships based on your admission average)

OR

May require a separate application with a separate due date  
(ie: Okanagan College offers high school entrance awards requiring a separate application through your myOkanagan portal due by March 8th, 2026)

Ministry of Education:

# BC Achievement Scholarship

**\$1250 scholarship awarded to the TOP 8000 BC students**

- This scholarship recognizes achievement in Grade 10, 11, and 12 courses meeting graduation program requirements, including electives.
- Cumulative average percentage will be calculated by Ministry.
- Eligibility requirements:
  - Must be a Canadian Citizen or permanent resident
  - Must be a BC resident
  - Have a “B” (73%) or better in Language Arts 12 course

**STUDENTS DO NOT APPLY FOR THIS SCHOLARSHIP!**



BC Ministry of Education:

# BC Excellence Scholarship

## \$5000 scholarship awarded to 55 students in BC

- This scholarship is awarded to high school graduates who have demonstrated service and leadership, both at school and in their communities, and who show aptitude for the commitment to their chosen career or area of post secondary study.
  - **Be in their graduation year- receiving a Dogwood Diploma**
  - **Have a “B” average in Grade 11 and 12 courses required for Graduation**
  - **Minimum 73% or above” in English 12 / EFP 12**
  - **Minimum “B” average, no more than one “C+” & nothing lower than “C+” in Science 11/12, Math 11, SS 11/12**
  - **Submit a resume & a written statement describing accomplishments and reflect deeply on one reason they are pursuing their post secondary or career pathway**
  - **Provide 2 references- one from school, one from community**
- **Application available late Fall:** <https://www2.gov.bc.ca/gov/content/education-training/k-12/support/scholarships/provincial-scholarships/bc-excellence-scholarships>
- **Due date: February 2026**
- **KSS will collect applications: 1 nominated student per school decided by a school committee**

**Watch your Google Classroom for further information**

BC Ministry of Education:

# Pathway to Teacher Education Scholarship

## \$5000 scholarship awarded to 20 students in BC

- This \$5000 annual scholarship recognizes 20 outstanding high school graduates who have demonstrated a commitment and aptitude for a career path in K-12 teaching
- **Students must:**
  - Be in their graduation year- receiving a Dogwood Diploma
  - Have a B average in Grade 11 and 12 courses required for Graduation
  - Minimum “73% or above” in English 12 / EFP 12
  - Minimum “B” average, no more than one “C+” & nothing lower than “C+” in Science 11/12, Math 11, SS 11/12
  - Submit a resume & written statement describing their accomplishments
  - Provide 2 references- one from school, one from community
- Application available late Fall: <https://www2.gov.bc.ca/gov/content/education-training/k-12/support/scholarships/provincial-scholarships/pathway-to-teacher-education-scholarship>
- Due date: February 2026

**Watch your Google Classroom for further information**



BC Ministry of Education:

# District / Authority Scholarships

**\$1250 scholarship (approx. 50+ / year to KSS)**

- This scholarship rewards those who demonstrate excellence in chosen field of interest or strength.
- Students require teacher nomination & complete online application
- Tuition vouchers are mailed to recipients in Oct. of 2026.
- Vouchers may be used up to 5 years after receipt

**STUDENTS MUST DEMONSTRATE SUPERIOR ACHIEVEMENT IN ANY OF THE FOLLOWING:**

- **Applied Design, Skill and Technologies**
- **Community Service ( Volunteer Activity)**
- **Fine Arts**
- **Indigenous Languages and Culture**
- **Languages**
- **Physical Activity (and Health)**
- **Technical and Trades Training**

**See Mr Parmar in the  
CAREER CENTER for  
more information.**

# Institution Specific Funding

**Go to the school's website & look for links such as:**

- Financial Aid / Assistance
- Scholarships
- Entrance Awards
- Financial Aid & Awards (Okanagan College)



## **Okanagan College:**

[https://www.okanagan.bc.ca/Student\\_Services/students/financialaid.html](https://www.okanagan.bc.ca/Student_Services/students/financialaid.html)

## **UBC:** [students/](https://you.ubc.ca/financial-planning/scholarships-awards-canadian-students/)

<https://you.ubc.ca/financial-planning/scholarships-awards-canadian-students/>

# Okanagan College Awards

Dec 1. Online Applications open

1. **President's Entrance Award** - \$5000 (8 Awards)

- ❖ Canadian citizen or Permanent Resident
- ❖ Selection criteria currently under review

2. **Community Spirit Award** - \$1000 (40 Awards)

- ❖ Canadian Citizen or Permanent Resident
- ❖ Students must be registered in an 80% caseload
- ❖ demonstrate service to school and/or community

3. **Board of Governors Award** - \$1000 (3+ Awards)

- ❖ Canadian Citizen or Permanent Resident
- ❖ demonstrate academic achievement and financial need
- ❖ Students must be registered in an 80% course load

4. **McGillivray Entrance Award for Business- \$5500**

- ❖ Canadian Citizen or Permanent Resident
- ❖ student must be entering the Business Admin degree or diploma
- ❖ Students must be registered in an 100% course load

5. **Highstreet Skilled Trades Fund- \$6500 ( 4 Awards)**

- ❖ Canadian Citizen or Permanent Resident
- ❖ student must be fulltime eligible foundation construction Trades program
- ❖ Students must be registered in an 60% course load



**APPLY ONLINE  
– DEADLINE:  
MARCH 8<sup>TH</sup>,  
2026**

**through your  
myOkanagan  
portal**

[https://www.okanagan.  
bc.ca/financial-aid-  
and-awards#awards](https://www.okanagan.bc.ca/financial-aid-and-awards#awards)

# Institution Specific Funding: French Immersion Students

SFU

SIMON FRASER  
UNIVERSITY

DEPARTMENT OF FRENCH / DÉPARTEMENT DE FRANÇAIS

- <https://www.sfu.ca/french/undergraduate/scholarships-awards.html>



UNIVERSITY  
OF ALBERTA

## Campus Saint-Jean

- <https://www.ualberta.ca/campus-saint-jean/current-students/bourses/index.html>



uOttawa

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Language



Study

Campus Life

Research and innovation

About us

Current students

Alumni

Give

French Immersion Stream

French Immersion Stream / Scholarships

- <https://immersion.uottawa.ca/en/contests-scholarships>



# Public Sources of Funding

## 1. Community Opportunities

Through community organizations, banking institutions, service clubs, etc.

## 2. Student Loans

[studentaidbc.ca](http://studentaidbc.ca) - Student Loan applications open end of June

\*\* Government of Canada has permanently eliminated the accumulation of interest on all Canada Student Loans

## 3. Student Lines of Credit

See your banking institution to discuss options.

## 4. Talk to your Parents and Relatives

Affiliations with work and organizations that may offer bursaries & scholarships

ie: **Costco Canada** offers employees or children of employees scholarships for tuition & fees, up to a max of \$2,500 per year

ie: **Starbucks** offers employees up to \$1000 annually in reimbursement for tuition, books and fees at any accredited institution.



# Central Okanagan Foundation

## Cailen Vilness Angel Art Foundation Scholarship

<https://www.centralokanaganfoundation.org/scholarships/cailen-vilness-angel-art-foundation-scholarship/>

- a male student entering 1st (or 2nd, 3rd, 4th) year in Fine Arts or Carpentry at Okanagan College or UBCO
- One scholarship available \$ 5000
- **DUE: May 5, 2026**

## KSER Scholarship: <https://www.centralokanaganfoundation.org/scholarships/kser-scholarship/>

- Grade 12 student-athletes from School District 23 pursuing excellence in athletics and academics.
- 2 - \$2,500 scholarships available
- **DUE: April 17, 2026**

## Evan Guthrie Scholarship: <https://www.centralokanaganfoundation.org/scholarships/evan-guthrie-scholarship/>

- Grade 12 student-athletes to recognize an athlete's journey through sport and education
- \$500 scholarships available
- **DUE: April 14, 2026**

# FSL Bursary-

## [ACUFC.ca/FSL Bursary](http://ACUFC.ca/FSL_Bursary)

9 Provinces offer FSL Bursaries- Must be enrolled in first year Post Secondary with at least 50% of study taught in French

## It's rewarding to be bilingual!

Is your child thinking of pursuing  
postsecondary studies in French?

**\$3,000  
bursaries**

Available in  
23 colleges & universities  
across Canada

For more info:  
[ACUFC.ca/FSLbursaries](http://ACUFC.ca/FSLbursaries)



BURSARIES  
FOR POSTSECONDARY  
STUDIES  
IN FRENCH  
AS A SECOND LANGUAGE

Canada

# STUDENT LOANS



StudentAidBC

[www.studentaidbc.ca](http://www.studentaidbc.ca)

- **Both BC and Canada provide student loans, integrated in BC as a single loan to streamline the service delivery.** An integrated student loan has two lenders, the governments of Canada and British Columbia. However, it is administered as a single loan, which streamlines service delivery as students sign a joint federal-provincial loan agreement and have a single point of contact for managing their loans. At the point of loan repayment, students make just one monthly payment towards their integrated loan balance.
- **These loans are based on financial need and are interest-free while you are enrolled in full-time study.**
- **One application to StudentAidBC covers both the BC and Canada student loan programs.**
- **StudentAidBC helps with the cost of post-secondary education through student loans, grants, scholarships and other non-repayable financial supports.** They also have programs that help with loan repayment. Use this site to determine your eligibility and information on how to apply.

**APPLICATIONS AVAILABLE IN JUNE 2026**

# Central Okanagan Bursary and Scholarship Society



<https://cobss.sd23.bc.ca/>

# CENTRAL OKANAGAN BURSARY AND SCHOLARSHIP SOCIETY

- Unique to the Central Okanagan
- One application allows students to apply to hundreds of awards
- There are 2 types of awards:
  - 1. No criteria awards** which are open to all students
  - 2. Specific criteria awards** which have been established by donors

# CENTRAL OKANAGAN BURSARY AND SCHOLARSHIP SOCIETY

Stats from last year:

★ 588 total awards

★ Total value of awards:

\$587,275

★ 647 Student Applications

# HAVE SOMEONE WHO WANTS TO DONATE?

- Contact COBSS ([cobss@shaw.ca](mailto:cobss@shaw.ca)) to create their own award with any criteria they choose
- Contact COBSS to donate any amount
- Drop off bottles at Columbia Bottle Depot drop-off → use COBSS phone number (250) 861-4980

# ELIGIBILITY

1. Be a Canadian citizen, permanent resident or refugee living within the boundaries of Central Okanagan Public Schools.
2. Must be applying/have applied and plan to **attend FULL TIME** at an **accredited** post-secondary institution in **September of graduation year.**
3. Obtain a minimum of 60% average in all grade 11 and 12 courses.
4. Registered in a minimum of six (6) courses during grade 12 year, and will complete a minimum of six (6) courses by June 30th not including the grade 12 Capstone Careers course (*these 6 can include online, dual credit, & external courses*).
5. Have potential to graduate for the first time this June.
6. Attending one of the member schools of COBSS as their home school during graduation year.

# SELECTION PROCESS

- Applications are submitted online.
- Applications are strictly confidential.
- Applications are read only by school counsellors, donors and members of the COBSS selection committee consisting of representatives from each of the member schools.
- School counsellors are not part of the selection process.



# SELECTION IS BASED ON THE FOLLOWING THREE AREAS:

## 1. **FINANCIAL NEED**

based on line 15000 of tax return and any special circumstances

## 2. **ACADEMIC ABILITY**

the average of student's Grade 11 and Grade 12 marks

## 3. **ACTIVE CITIZENSHIP**

such as involvement in school and community

# TYPES OF AWARDS

## **BURSARY:**

primarily based on financial need

## **SCHOLARSHIP:**

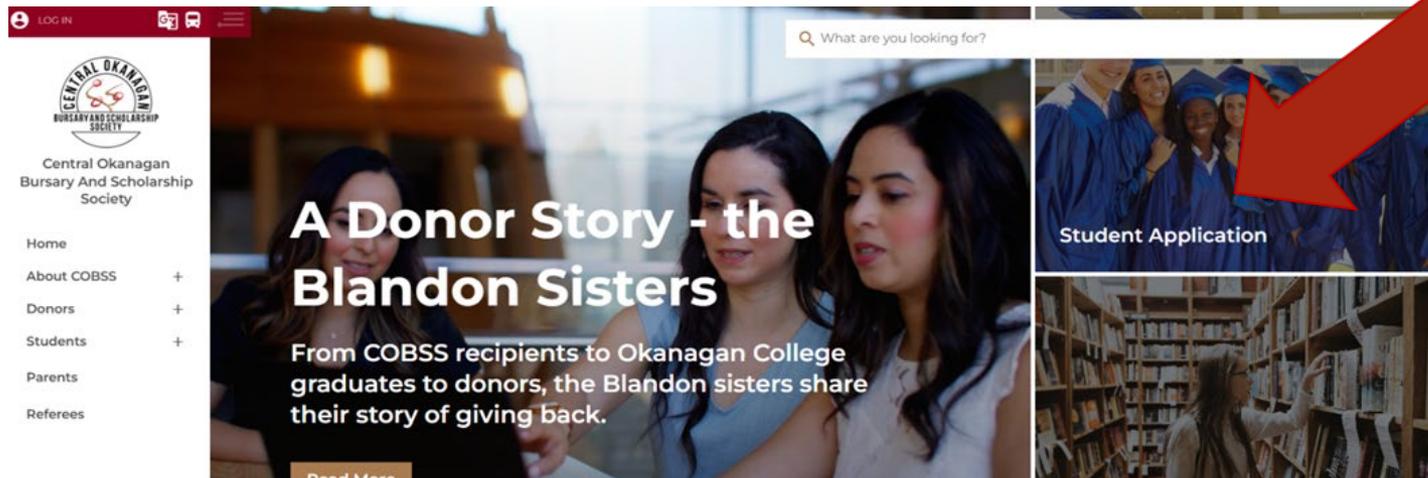
based on excellence; excellence can be in a variety of areas - academic, fine arts, applied skills, sports, community involvement, etc.

## **AWARD:**

based on donor discretion

# ON-LINE APPLICATION

- The on-line application is available at: **[cobss.sd23.bc.ca](http://cobss.sd23.bc.ca)** – and follow link:



- If you are having difficulties, please see your school counsellor.
- The on-line application opens on **Nov. 25<sup>th</sup>**.

# ON-LINE APPLICATION



COBSS Central Okanagan Bursary And Scholarship Society

## Online Applications - Sign In

Email:

Password:

Remember me?

Log in

New Students Register Here

Forgot Password

Click on **New Students Register Here**

# ON-LINE APPLICATION

## Online Application - Create Account

Legal First Name:

Legal Last Name:

Email:

PERMANENT, NON-SCHOOL EMAIL ADDRESS

Confirm Email:

Password:

MIN. LENGTH 8, 1 NUMBER, MIX OF LOWERCASE & UPPERCASE, 1

SPECIAL CHARACTER

Confirm password:

Access Code:

PROVIDED BY YOUR SCHOOL

School:

Register

Be sure to use your own **NON SCHOOL** email address

# ON-LINE APPLICATION

## Online Application - Create Account

Legal First Name:

Legal Last Name:

Email:

PERMANENT, NON-SCHOOL EMAIL ADDRESS

Confirm Email:

Password:

MIN. LENGTH 8, 1 NUMBER, MIX OF LOWERCASE & UPPERCASE, 1

SPECIAL CHARACTER

Confirm password:

Access Code:

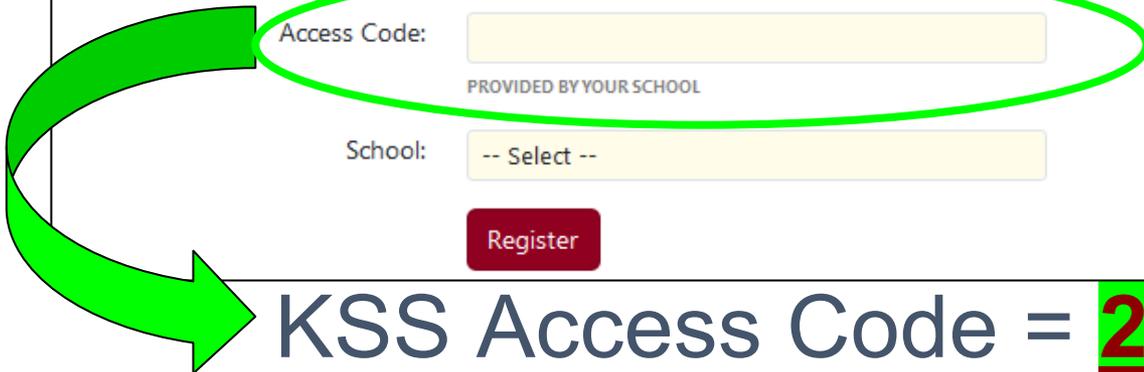
PROVIDED BY YOUR SCHOOL

School:

Register

KSS Access Code = **2026kss**

(lower case letters only)

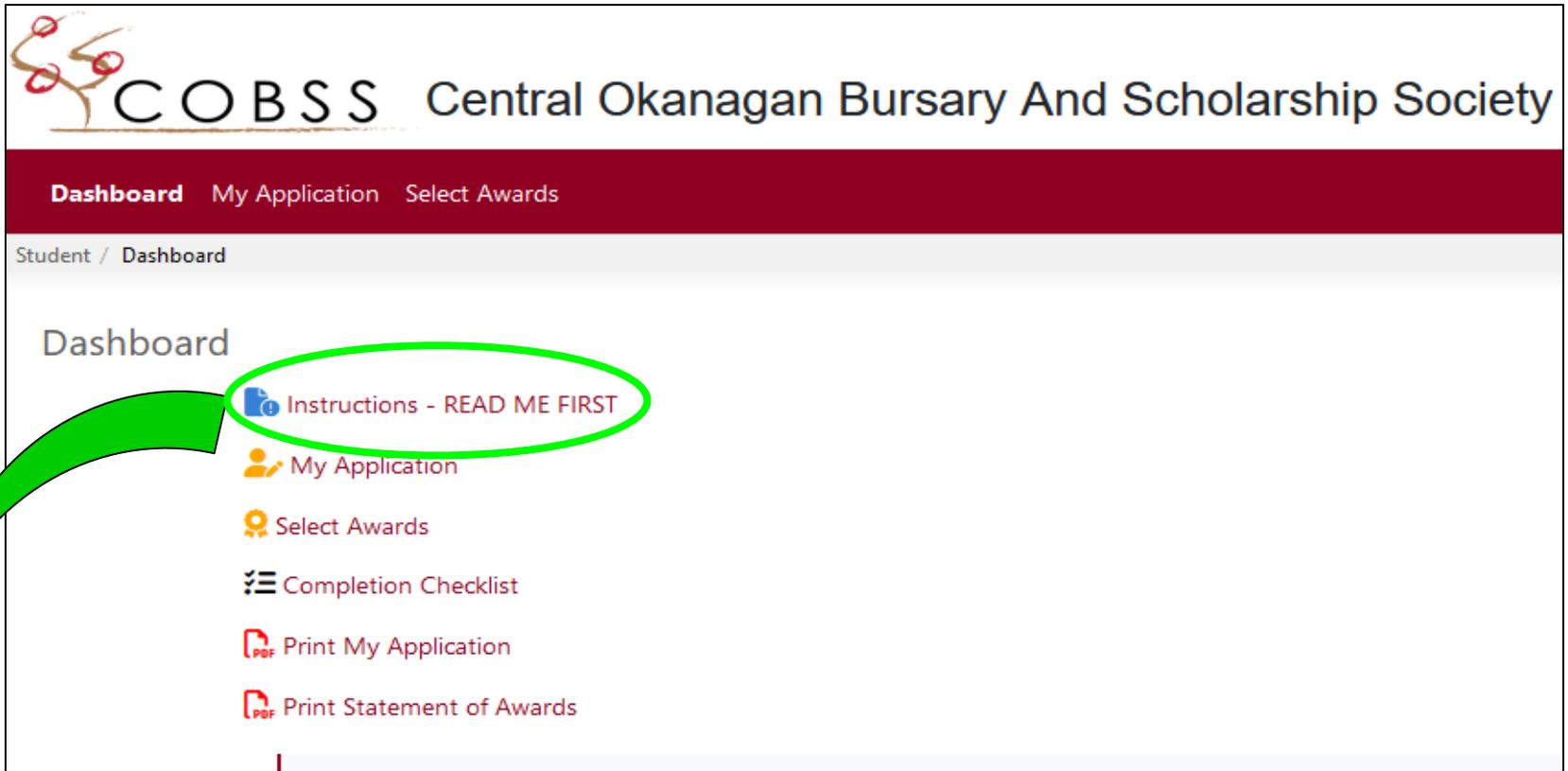


# ON-LINE APPLICATION

Access Code:

**2026kss**

# INSTRUCTIONS



The screenshot shows the COBSS website dashboard. At the top, the logo for COBSS (Central Okanagan Bursary And Scholarship Society) is displayed. Below the logo, there is a navigation bar with links for 'Dashboard', 'My Application', and 'Select Awards'. The main content area is titled 'Dashboard' and contains a list of links: 'Instructions - READ ME FIRST' (highlighted with a green circle and a green arrow), 'My Application', 'Select Awards', 'Completion Checklist', 'Print My Application', and 'Print Statement of Awards'.

Click on **Instructions** and follow carefully.

If you have any questions, please see your school counsellor.

# ON-LINE APPLICATION

There are **two main components** to the COBSS application package:

1. **My Application** section  
(largest part of application)
1. **Select Awards** section

# ON-LINE APPLICATION

[Dashboard](#) [My Application](#) [Select Awards](#)

Student / Dashboard

## Dashboard

 **Notice: Not all guardians and referees have signed yet!**

 [Instructions - READ ME FIRST](#)

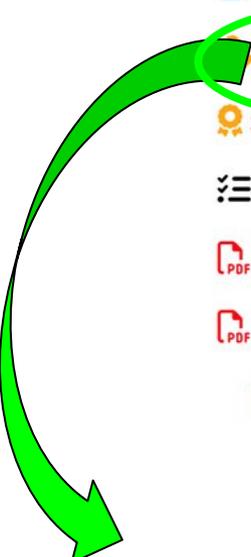
 [My Application](#)

 [Select Awards](#)

 [Completion Checklist](#)

 [Save My Application](#)

 [Save Statement of Awards](#)



Click on **My Application** to begin the application process.

# MY APPLICATION

There are **ten sections** and the **Application Completion step** to be completed.

When a section is completed, the check mark will turn **green** **AND** the status bar at the top will turn **green**.



## Dashboard

Instructions - READ ME FIRST

My Application (Step 1) ✓

Section 1 - Profile

Section 2 - Declaration of Truth

Section 3 - Parent / Legal Guardian Info.

Section 4 - Referees

Section 5 - Family Composition

Section 6 - Financial Information

Section 7 - Educational History

Section 8 - Educational Plan

Section 9 - Personal Statements

Section 10 - Student Activity

Section 11 - Completion

Select Awards (Step 2) ✓

/ Student / Application / My Application

My Application (Step 1)

Awards (Step 2)

Guardian Signature x1

Guardian Signature x2

## My Application

⚠ Read Before Starting

This application contains 11 sections with many required entries. These required entries will be highlighted yellow.

Before you start, prepare Section 8 responses in advance using a word processor and then copy/paste accordingly.

Application completion and award selection deadline is midnight on January 19, 2026.

Click Here to Get Started Now

# MY APPLICATION

Dashboard My Application Select Awards

Dashboard

- Instructions - READ ME FIRST
- My Application (Step 1)**
- Section 1 - Profile
- Section 2 - Declaration of Truth
- Section 3 - Parent / Legal Guardian Info.
- Section 4 - Referees
- Section 5 - Family Composition

/ Student / Application / Profile

My Application (Step 1) Awards (Step 2)

## Profile

Legal First Name:

Legal Last Name:

Preferred First Name:

Preferred Last Name:

PLEASE DO NOT COMPLETE IF THE SAME AS LEGAL LAST, LEGAL FIRST.

Fill in the application form carefully and as accurately as possible after reading all of the instructions.



Students should **SAVE & CONTINUE** as you go and may go back & edit as often as you wish until the site closes at **11:59 pm on Jan. 19<sup>th</sup>.**

# MY APPLICATION

- Parent/Guardian digital signature is required. It is **CRUCIAL that you enter the correct email address for your parent/guardian.**
- As soon as you press save, an email will be sent to your guardian for a digital signature. Although we do require contact information for all parent/guardians, **we only require ONE digital parent/guardian signature.**
- Parents/Guardians Digital Signature Instructions are on the COBSS website.
- **Be sure to check your application to confirm parent/guardian digital signature is completed prior to the application close date.**



# MY APPLICATION

- Use the drop down menus where given
- Complete paragraph answers in the space provided.
- Be aware that the secure site will time out. (after 480 mins)  
*\*\* Remember to click “Save & Continue” before moving on*

**TIP:** Compose paragraphs in a Word Document, and then cut and paste into COBSS application.

- Space is limited so write concisely as there is a maximum number of characters available.
- Please check spelling, grammar and punctuation.

# MY APPLICATION

One **critical** component of the application is the paragraph answers under **Student Personal Statements**.

There are 3 questions you will need to answer in this section.

# MY APPLICATION

- This is where your personality shows through and helps the committee with its decision.
- BE **CREATIVE, HONEST** and **CONCISE** and remember to proofread your answers.
- With your words, you are trying to create a vision in the donor's mind of who you are, what your goals and dreams are and why you deserve to be selected for the award.

# MY APPLICATION

## QUESTION 1:

What are your educational/career plans?  
Describe the experiences that have contributed to these plans.

### TIPS:

- Try to be original and creative.
- Do not start with “My name is \_\_\_\_\_ and I am in grade 12 at \_\_\_\_\_.”

# MY APPLICATION

## QUESTION 2:

For the selection committee, describe the three qualities that best demonstrate your character. Use examples from your life to illustrate these qualities.

### TIPS:

- Try to get across who you are and what you are about in words.
- You want to stand out in the sea of applications.

# MY APPLICATION

## QUESTION 3:

Describe your family (include custodial and non-custodial parent information). Explain any financial and non-financial struggles that you may have encountered.

### TIPS:

- Remember that financial need is one of the areas that selection is based on for COBSS awards.
- This is a snapshot of your current family and financial situation.

# MY APPLICATION

Another important part of the application is **Your Activity Details.**

Students will include their activities from grades 10, 11 & 12 in the following **three** areas:

**1. Community & School Based Involvement & Achievements**

**1. Volunteer Experience**

**1. Paid Work Experience**

# MY APPLICATION

Under each activity heading, list **(up to) 3 of the MOST SIGNIFICANT** activities in which you have been involved.

For each activity, provide:

1. Organization
2. Your activities/responsibilities/duties
3. Dates (mm/yyyy-mm/yyyy)
4. Estimated total activity hours (per week)
5. Total overall hours

**TIP:**

- Remember to include anticipated hours until the end of June.

# MY APPLICATION

Ex. of Community & School Based Involvement & Achievement:  
(use the green + button to add details to each section)

Instructions - READ ME FIRST

My Application (Step 1)

- Section 1 - Profile
- Section 2 - Declaration of Truth
- Section 3 - Parent / Legal Guardian Info.
- Section 4 - Family Composition
- Section 5 - Financial Information
- Section 6 - Educational History
- Section 7 - Educational Plan
- Section 8 - Personal Statements
- Section 9 - Student Activity
- Section 10 - Referees
- Application Completion

Select Awards (Step 2)

Completion Checklist

### Activity Details

In the spaces provided please include experience, activities & achievements from **Grades 10-12**, starting with the most recent experience in each section (maximum 3 in each section).

Community & School Based Involvement & Achievements					
(List any extracurricular involvement outside of classroom time which can include athletics, fine arts, music, certifications. <span style="border: 1px solid yellow; padding: 2px;">Please do not list school courses</span> )					
Organization	What is the activity/achievement? (255 characters max)	Dates (mm/yyyy-mm/yyyy)	Estimated Total Activity Hours (per week)	Total Overall Hours for This Activity	
Kelowna	1 Minor Basketball Referee	12/2022-03/2023	5	100	

**Hours per week** (points to 5)

**Total Hours** (points to 100)

### Volunteer Experience

(list any unpaid and non credit Community & School experience.)

Organization	What are your responsibilities/activities? (255 characters max)	Dates (mm/yyyy-mm/yyyy)	Estimated Total Activity Hours (per week)	Total Overall Hours for This Activity	
--------------	--	----------------------------	---	---	--

### Paid Work Experience

Organization	What is your job title and duties? (255 characters max)	Dates (mm/yyyy-mm/yyyy)	Estimated Total Activity Hours (per week)	Total Overall Hours for This Activity	
--------------	--	----------------------------	---	---	--

# MY APPLICATION

After completing **Your Activity Details:**

- Choose one activity or achievement you have listed that you are most proud of
- Explain what you have learned from it

## TIPS:

- You have 1000 characters to answer this question.
- Remember that award selection is based on active citizenship so this is a good place to expand on your involvement and include reflective learning.

# STATEMENT OF REFERENCE

- Consider community people, employers, and teachers as potential referees. (One teacher & one community member is recommended.)
- Choose referees carefully and contact them in advance for permission.

Dashboard

- Instructions - READ ME FIRST
- My Application (Step 1)**
- Section 1 - Profile
- Section 2 - Declaration of Truth
- Section 3 - Parent / Legal Guardian Info.
- Section 4 - Referees**
- Section 5 - Family Composition
- Section 6 - Financial Information

Referees

[+ Add Referee](#)

Please provide **two** referees.

**⚠ It is imperative that you enter each referee's email address correctly**  
**⚠ Please allow time for referees to complete their section of your application. Thirty days before Closing date is ideal (January 19, 2026)**

Each referee will each be sent an email with instructions on how to complete their Statement of Reference.

teachers = firstname.lastname@sd23.bc.ca

# STATEMENT OF REFERENCE

It is **CRUCIAL** that you enter the **CORRECT EMAIL ADDRESS!**

An email is sent from [noreply@sd23.bc.ca](mailto:noreply@sd23.bc.ca) to the referee as soon as you click save, so have your references check spam / junk / quarantined messages to find the email.

Referee instructions and a Sample Reference are available on the COBSS website.

**Be sure to check your application to confirm two reference digital signatures are completed prior to the close date.** Once a referee starts the process, you will be unable to make a reference change.

**IT IS YOUR RESPONSIBILITY TO ENSURE YOUR APPLICATION  
IS COMPLETE WITH ALL  
DIGITAL SIGNATURES & REFERENCES!**

# MY APPLICATION

- **Student digital signature** is required to confirm applicant meets all eligibility requirements and all information is accurate.
- **Parent or guardian digital signature** is required to confirm that financial information is accurate.

*\*\* Parents/Guardians Digital Instructions are on the COBSS website.*

**IT IS YOUR RESPONSIBILITY TO ENSURE YOUR APPLICATION  
IS COMPLETE WITH ALL  
DIGITAL SIGNATURES & REFERENCES!**

# MY APPLICATION

If you wish to print a copy for your own records, choose **Save My Application & print it.**

 Instructions - READ ME FIRST

 My Application

 Select Awards

 Completion Checklist

 Save My Application

 Save Statement of Awards

# SELECT AWARDS

 Instructions - READ ME FIRST

 My Application

 **Select Awards**

 Completion Checklist

 Save My Application

 Save Statement of Awards

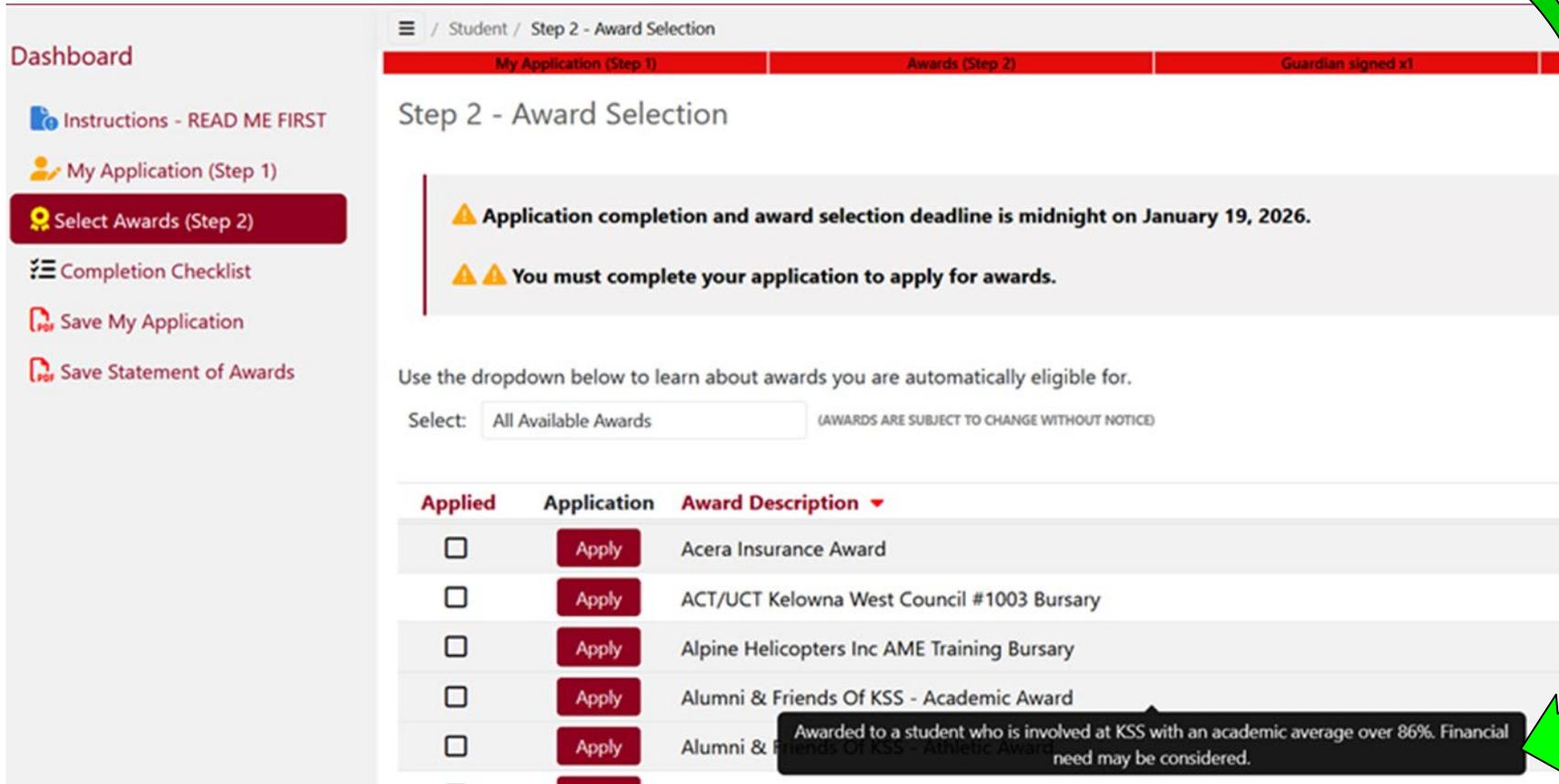
This step is  
**MANDATORY**  
to complete.

Click on **Select Awards** to view all awards available to your school.

\*Please note that awards are subject to change.

# SELECT AWARDS

To view criteria for each award, hover over title.



The screenshot shows a web interface for award selection. On the left is a sidebar with navigation options: Dashboard, Instructions - READ ME FIRST, My Application (Step 1), Select Awards (Step 2) (highlighted), Completion Checklist, Save My Application, and Save Statement of Awards. The main content area is titled 'Step 2 - Award Selection' and includes a breadcrumb trail: Student / Step 2 - Award Selection. Below the breadcrumb are three tabs: My Application (Step 1), Awards (Step 2) (active), and Guardian signed x1. A warning box contains two messages: 'Application completion and award selection deadline is midnight on January 19, 2026.' and 'You must complete your application to apply for awards.' Below this is a dropdown menu set to 'All Available Awards' with a note '(AWARDS ARE SUBJECT TO CHANGE WITHOUT NOTICE)'. A table lists awards with columns for 'Applied', 'Application', and 'Award Description'. A tooltip is visible over the 'Award Description' header, displaying the criteria for the 'Alumni & Friends Of KSS - Athletic Award': 'Awarded to a student who is involved at KSS with an academic average over 86%. Financial need may be considered.'

Applied	Application	Award Description
<input type="checkbox"/>	Apply	Acera Insurance Award
<input type="checkbox"/>	Apply	ACT/UCT Kelowna West Council #1003 Bursary
<input type="checkbox"/>	Apply	Alpine Helicopters Inc AME Training Bursary
<input type="checkbox"/>	Apply	Alumni & Friends Of KSS - Academic Award
<input type="checkbox"/>	Apply	Alumni & Friends Of KSS - Athletic Award

# SELECT AWARDS

**READ THE AWARD CRITERIA VERY CAREFULLY!**

**NOTE:** For gaming awards, you **MUST** attend a provincially authorized post-secondary institution in the province of British Columbia, as recognized by the Ministry of Advanced Education, Skills & Training, or equivalent in BC. If you later choose to go out of province, the award will be revoked.

ACT/UCT Kelowna West Council #1003 Bursary
CFUW - Kelowna Bursary (from BC Gaming funds)
CFUW - UBCO Bursary (from BC Gaming funds)
Kiwanis Club Of Kelowna-Summit Award
Lions Club - Okanagan Mission Bursary
Lions Club - Lake Country/Winfield Bursary
Lions Club - Lake Country/Winfield Randy Rose Memorial Bursary
Lions Club - Peachland Award
Lions Club - Westbank Award
Stew Tuningley Memorial - Lions Westbank Bursary
Lions Club - Westbank Award - OC
Rotary Club - Kelowna/Downtown Bursary



Click here to see what institutions are accepted for these awards: <https://www2.gov.bc.ca/gov/content/education-training/post-secondary-education/find-a-program-or-institution/find-an-institution>

# SELECT AWARDS

Click on **APPLY** if eligible for award.

Dashboard

- Instructions - READ ME FIRST
- My Application (Step 1)
- Select Awards (Step 2)**
- Completion Checklist
- Save My Application
- Save Statement of Awards

Student / Step 2 - Award Selection

My Application (Step 1) Awards (Step 2) Guardian

## Step 2 - Award Selection

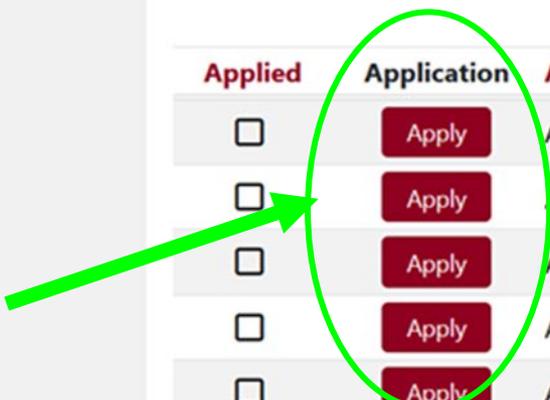
**⚠ Application completion and award selection deadline is midnight on January 19, 2026.**

**⚠⚠ You must complete your application to apply for awards.**

Use the dropdown below to learn about awards you are automatically eligible for.

Select:  (AWARDS ARE SUBJECT TO CHANGE WITHOUT NOTICE)

Applied	Application	Award Description ▼
<input type="checkbox"/>	<b>Apply</b>	Acera Insurance Award
<input type="checkbox"/>	<b>Apply</b>	ACT/UCT Kelowna West Council #1003 Bursary
<input type="checkbox"/>	<b>Apply</b>	Alpine Helicopters Inc AME Training Bursary
<input type="checkbox"/>	<b>Apply</b>	Alumni & Friends Of KSS - Academic Award
<input type="checkbox"/>	<b>Apply</b>	Alumni & Friends Of KSS - Athletic Award



# SELECT AWARDS

Click on **APPLY FOR THIS AWARD**

Apply for

" *ACT/UCT Kelowna West Council #1003 Bursary* "

Criteria:

Preference given to a student who is a dependent of a member in good standing of ACT/UCT Kelowna Council 1003. An explanation of your academic and future goals is required. In order to be eligible for this award, you **MUST** attend a provincially authorized post-secondary institution in the province of British Columbia, as recognized by the Ministry of Advanced Education, Skills & Training, or equivalent in BC.

Eligible Schools List:

Aberdeen Hall Preparatory School  
Anse-au-sable  
Central Programs School  
ESchool23  
Flex Academy  
George Elliot Secondary  
Heritage Christian Online School  
Immaculata Regional High School  
Kelowna Christian School  
Kelowna Secondary School  
Mount Boucherie Secondary  
Okanagan Christian School  
Okanagan Mission Secondary  
Rutland Senior Secondary

APPLY FOR THIS AWARD

# SELECT AWARDS

If prompted, fill in **Applicant Responses** to explain eligibility and additional information requested by the donor.

A **Save Award Application Now** button is at the bottom of each screen to **save** information.

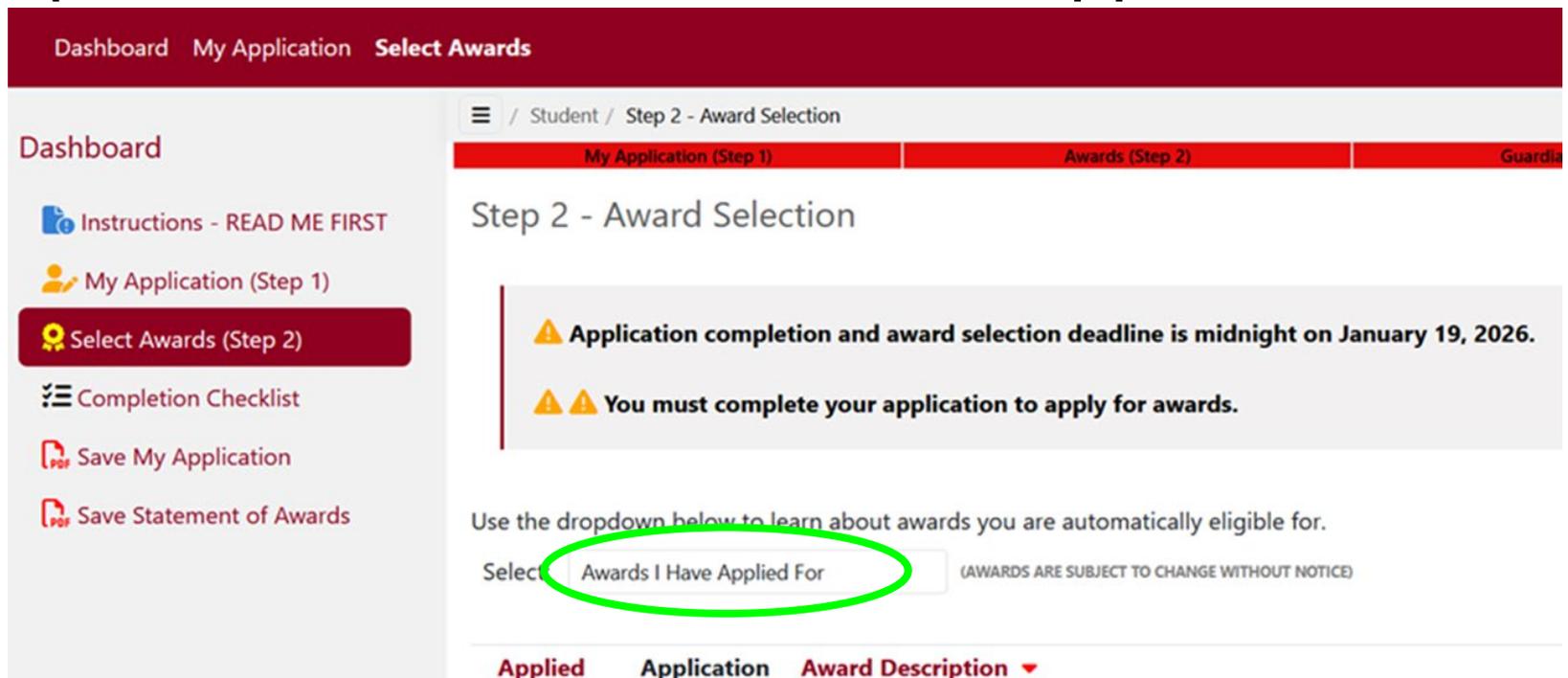
APPLY FOR THIS AWARD ENSURE ALL APPLICANT RESPONSES ARE COMPLETED

Name of member of ACT/UCT:   
100 available characters

Relationship to member:   
100 available characters

# AWARDS APPLIED FOR

When all eligible awards are selected, use the drop down menu to view awards applied for:



The screenshot shows a web application interface for award selection. The top navigation bar includes "Dashboard", "My Application", and "Select Awards". The main content area is titled "Step 2 - Award Selection" and features a breadcrumb trail: "/ Student / Step 2 - Award Selection". A progress bar at the top indicates the current step: "My Application (Step 1)", "Awards (Step 2)", and "Guardian".

On the left sidebar, the "Select Awards (Step 2)" option is highlighted. The main content area contains two warning messages:

- ⚠️ Application completion and award selection deadline is midnight on January 19, 2026.
- ⚠️ ⚠️ You must complete your application to apply for awards.

Below the warnings, there is a text prompt: "Use the dropdown below to learn about awards you are automatically eligible for." A dropdown menu is shown with the text "Awards I Have Applied For" selected and circled in green. To the right of the dropdown, it says "(AWARDS ARE SUBJECT TO CHANGE WITHOUT NOTICE)".

At the bottom of the page, there is a table header with columns: "Applied", "Application", and "Award Description".

**TIP: DO NOT apply for every single award.  
Apply only to those you qualify for.**

# STATEMENT OF AWARDS

If you wish to print a copy for your own records, choose **Save Statement of Awards** & print it.

 Instructions - READ ME FIRST

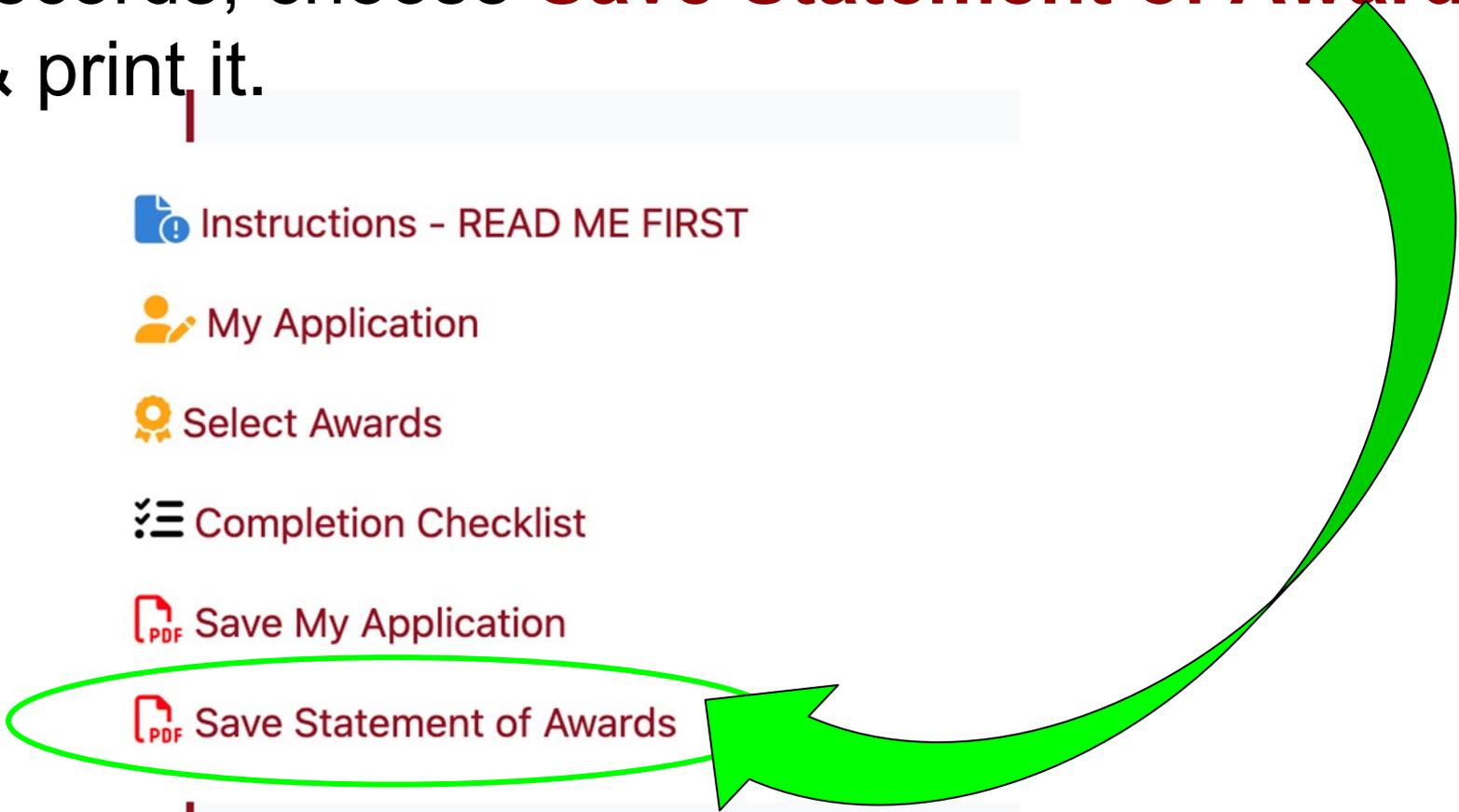
 My Application

 Select Awards

 Completion Checklist

 Save My Application

 Save Statement of Awards



# COMPLETION CHECKLIST

When you have completed Steps 1 & 2, click on **Completion Checklist** to review.

Dashboard My Application Select Awards

Dashboard / Student / Dashboard / Completion Checklist

## Completion Checklist for COBSS

Please ensure you:

1. Complete all of the **My Application** sections:  
When the **Application Completion** section has a green checkmark in the left menu, it is complete.
2. Complete the **Select Award** process;
3. Ensure your entered **Parent / Legal Guardian(s)** digitally sign;
4. Confirm that the two entered **Referees** have completed their online portion and digitally signed;

Application completion and award selection deadline is midnight on

There is NO “submit” button. It is complete when every section is complete AND all digital signatures and references are complete.

# COMPLETION

**Applications must be completed on time.  
NO EXCEPTIONS.**

**Prior to the due date, you must log back in to your application to confirm that:**

- ✓ your parent/guardian has completed their digital signature

**AND**

- ✓ your references have completed their online documents.

**Transcript – will be added by your school counsellor**

# COMPLETION

**Applications must be completed on time.**

**NO EXCEPTIONS.**

At least one week prior to the deadline, an email reminder will be sent out for any “Incomplete Applications”.

# COMPLETION

**Applications must be completed on time.  
NO EXCEPTIONS.**

 **Notice: Not all guardians and referees have signed yet!**

Confirm  
parent/guardian  
signature & references  
are complete on your  
application Dashboard.

Check for the **ALERT**  
that tells you  
signatures are missing!

 Instructions - READ ME FIRST

 My Application

 Select Awards

 Completion Checklist

 Save My Application

 Save Statement of Awards

# COMPLETION

## HOW TO CHECK WHAT IS MISSING?

- Go to **My Application**
- Go to **Section 3**  
(Parent/Guardian Signature)  
**\*\*Only 1 signature needed**

✓ If complete, a **DATE OF COMPLETION** is displayed.

✗ If **no DATE COMPLETION** → follow up with your people to ensure they complete their part.

PARENT GUARDIAN 1	PARENT GUARDIAN 2
Relation to Applicant: <b>parent</b>	Relation to Applicant: <b>parent</b>
Address: <b>123 E Street</b>	Address: <b>123 Easy St</b>
City: <b>Kelowna</b>	City: <b>Kelowna</b>
Phone: <b>555-555-5555</b>	Phone: <b>888-888-8888</b>
Email: <b>guardianparent8@gmail.com</b>	Email: <b>parentguardian829@gmail.com</b>
Occupation: <b>retired</b>	Occupation: <b>Retired</b>
Employer: <b>n/a</b>	Employer: <b>n/a</b>
Occupational Status: <b>Retired</b>	Occupational Status: <b>Part Time</b>
Date Signed: <b>01-Nov-2024 11:26</b>	<b>X</b>

**KEEP CHECKING YOUR DASHBOARD to VERIFY COMPLETION!!**

# COMPLETION

## HOW TO CHECK WHAT IS MISSING?

- Go to **My Application**
- Go to **Section 3**  
(Parent/Guardian Signature)

ONE, REFEREE	TWO, REFEREE
Email: refereeeone26@gmail.com	Email: refereetwo5@gmail.com
Date Signed: 01-Nov-2024 11:19	Two, Referee has started their statement.

- ✓ If complete, a **DATE OF COMPLETION** is displayed.
- ✗ If **no DATE COMPLETION** → follow up with your people to ensure they complete their part.

**KEEP CHECKING YOUR DASHBOARD to VERIFY COMPLETION!!**

# DUE DATE

Your COBSS online application package will be submitted automatically on:

**Mon. Jan. 19<sup>th</sup> at 11:59 pm**

Plan your time accordingly.

**You CANNOT make changes or print after this time.**

# PLEASE REMEMBER

If you are a COBSS award recipient, please:

**Write an immediate thank you note to your donor.**

*...and a follow up thank you note in the early fall is always a kind gesture.*

## TIP:

- Note your awards (file, binder, phone notes, etc.) so that you can track them accurately and use them before they expire.



# FAQ's

## **Question:**

When should I begin my COBSS application?

## **Answer:**

It is recommended to begin the application as soon as possible. It is a lengthy process which takes a number of separate sittings to complete. It cannot be completed in one sitting.

# FAQ's

## **Question:**

When will I know if I have received a COBSS award?

## **Answer:**

Awards are typically presented to individual student recipients at the school graduation ceremonies.

# FAQ's

## **Question:**

Will my COBSS award expire?

## **Answer:**

Yes. COBSS awards presented this year are valid until November 1<sup>st</sup> of your graduation year.

# FAQ's

## **Question:**

Can I take a year off for an exchange, a gap year, missionary work, etc. and still use my COBSS award?

## **Answer:**

No, COBSS awards given out this year are valid until November 1<sup>st</sup> of your graduation year.

# FAQ's

## Question:

How do I know if the school I plan to attend is accredited as required for my COBSS eligibility?

## Answer:

On the COBSS website is this link to search accredited institutions.



# FAQ's

## **Question:**

What do I do with a COBSS award?

## **Answer:**

A Certificate of Award is issued to you when you receive the award at graduation. Included is a letter outlining how to claim your award. Please read those documents carefully & keep them in a safe place.

**TIP:** Your Student # is your **Post Secondary Student #**

# AWARD RECIPIENTS

If your circumstances change after you have received a COBSS award and you are no longer able to use the award before the November 1<sup>st</sup> deadline, **please contact COBSS at [cobss@shaw.ca](mailto:cobss@shaw.ca) as soon as possible.**

The award money can then be given to an alternate recipient.

# AWARD RECIPIENTS

If you have any questions regarding an award that you have received, please address all inquiries to COBSS directly at [cobss@shaw.ca](mailto:cobss@shaw.ca) and not the award donor.

**If you need help or further information, check back in the COBSS instructions.**

**Your school counsellor can help if you get stuck.**

**Remember, the site closes Mon. ~~Jan.~~ 11:59 pm !**

# **!!! IMPORTANT !!!**

**Students are responsible to ensure the following:**

- ! ENTIRE application is completed & signed
- ! parent digital signature completed
- ! reference #1 form completed
- ! reference #2 form completed

**Without these, your application is  
INCOMPLETE  
and will not be considered.**

# Please Remember ..

Your COBSS online application package will be submitted automatically on:

**Mon. Jan. 19<sup>th</sup> at 11:59 pm**

Plan your time accordingly.

You **CANNOT** make changes or print after this time.

# What to do next?

## ✓ **Research to find applicable opportunities:**

- KSS website (Students – Bursaries & Scholarships)
- KSS bulletin board outside Counselling Center
- funding websites (independent research)
- potential post-secondary institutions

## ✓ **Note applicable opportunities and follow up with applications**

## ✓ **Be organized with a calendar to track due dates and deadlines**

## ✓ **Independently complete applications** (perhaps with family &/or friends as proof-readers 😊 )



# UPCOMING DATES



- **Nov. 25th** COBSS application opens
- **Nov 26th - Jan 18** Grad Photos (by appointment)
- **Dec. 1<sup>st</sup>** UBC application deadline for awards consideration
- **Dec. 1st** UVic application if want to be considered for early admission
- **Dec 4th** Bishop's, King's, Mt. Allison, and St. FX school visit
- **Dec 6th** SAT at KSS (sign up on college board website)
- **Dec. 18<sup>th</sup>** Grad Winter Formal
- **Dec. 19th** School closed for Winter Holiday
- **Jan. 14th** CAPSTONE (first semester students)
- **Jan. 15<sup>th</sup>** UBC application general deadline
- **Jan. 19th** COBSS Application closes
- **Jan. 27<sup>th</sup>** Semester 2 starts
- **Feb. 24th** **Grad Photo Retakes**
- **April 1st** \$75 GRAD FEES DUE