

NASIMCO COMMUNITY SERVICE SCHOLARSHIP POLICY

NASIMCO's Community Service Scholarship Program is designed to encourage students enrolled in post-secondary studies to volunteer with NASIMCO or one of NASIMCO's member organizations or their affiliates

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Objectives

The aims of NASIMCO's scholarship program are threefold. First, to help enable Shia Ithna-Asheri Muslims to become successful leaders in our communities. Second, to provide financial assistance and incentives to students entering a Canadian or American post-secondary accredited academic institution. This includes students in a university, college or vocational training institute. Finally, to encourage membership and involvement in NASIMCO-affiliated organizations, this includes any institutions affiliated with our member organizations.

Definitions

Scholarship: A grant or payment made to support a student's education, awarded on the basis of voluntary work at an organization affiliated with one of NASIMCO's member jamaats.

Full-Time course load: Any student taking 4.0 credits or more (at least 2.0 credits per term) in the Fall/Winter session will be considered a full-time student for scholarship purposes.

Student with a disability: A student who has identified as having a permanent or temporary disability and students, who are approved for a reduced course load as an accommodation, may qualify for this scholarship.

Volunteer: An individual enrolled in full-time studies who volunteers at an organization affiliated with NASIMCO or its members and/or their affiliated organizations.

Purpose/Reason for Policy

The purpose of this policy is to:

- Provide a clear statement of the obligations of each participating jamaat to administer the scholarship program.
- Outline student requirements and responsibilities in the scholarship program.
- Provide a process for accommodation for students with a disability.

Scope of this Policy

This policy applies to Canadian citizens, US citizens, permanent residents and international students pursuing undergraduate, graduate or doctoral studies. These applicants must be volunteering with an organization affiliated with NASIMCO or its members.

Policy Statement

The NASIMCO scholarship program is designed to recognize and reward students for their voluntary service in our community institutions who are registered in a Full-Time course load (at least 4.0 credits

during the fall/winter session, unless approved by their university for a reduced course load) and who are paying full time fees to their university.

NASIMCO Scholarships Entrance Eligibility

- Students must be registered in a Full-time course load (at least 4.0 credits during the fall/winter session, unless approved by their university for a reduced course load) and be paying full time fees to their university unless an accommodation has been granted otherwise.
- Part-time students are not eligible for scholarships, unless part-time studies are stated in the terms of reference and follow the express written wishes of the donor of an endowed scholarship or are permitted to participate due to an accommodation such as a disability.
- Students can be registered in a degree or diploma seeking program.
- Mature Students and students are also eligible.

Students just beginning studies in the winter term are not eligible to apply if the scholarship is being awarded at that same time. To be eligible, students must have successfully completed at least one semester of studies at the time the scholarship is awarded.

The amount to be dispersed will not be stated in advance and will be dependent upon the total sum of donations received divided by the total number of eligible student volunteers identified.

If NASIMCO requests proof of any particular recipient's enrollment in a post-secondary institution, then the member jamaat that nominated that individual is then responsible for producing proof of that person's enrollment.

Student's grades will not be taken into consideration when awarding scholarships but they should have successfully completed their last semester.

To qualify, preference will be given to individuals who are volunteering in an institution that falls under the auspice of NASIMCO or a NASIMCO member jamaat. This may include madrassas, mosques and other events. Volunteering in other organizations may be taken into consideration on a case-by-case basis.

Students who are awarded this or any scholarship in the previous year are still eligible to be considered for a scholarship in each and every following year in which they continue to meet all other eligibility requirements.

Individuals volunteering for the NASIMCO Secretariat are also eligible and may have their form signed off by the Secretariat.

Types of community service

These include but are not limited to:

- Teaching responsibility, e.g., in a Madressah as a teacher, teaching assistant or substitute.
- Leadership role, e.g., office bearer, program coordinator
- Volunteer services, e.g., serving niyaz, cleaning up
- Coordinating and helping out in various capacities with events.
- Volunteering with the NASIMCO Secretariat.

Process

Applicants should complete an application form, have it signed by their Jamaat where eligibility will be assessed. The applicant must then submit the application to the NASIMCO Secretariat and Treasurer where a final determination will be made on the total sum or funds to be dispersed. All eligible recipients will receive an equal sum of funding up to a maximum of \$500 per calendar year, regardless of financial need.

1. Eligible students must complete an application form which can be found at www.nasimco.org/scholarships.
2. The application form should be signed off either physically or electronically by the jamaat where the applicant is volunteering and then submitted by the eligible student to NASIMCO.
3. When signing, member jamaats are advised to collect proof of admission by way of an acceptance letter for first year students or an original transcript for students in second year and beyond.
4. Once the total list of volunteers enrolled in post-secondary education is received by the Secretariat, the amount to be awarded to each recipient will be determined. As a result, late submissions will not be entertained. The total sum awarded will be contingent upon the amount of donations received in the scholarship pool.
5. All scholarship money will be mailed directly to each scholarship award recipient.

The deadline for member organizations to submit a list of recipients will be November 15 of each calendar year, with the exception of the inaugural year where the deadline December 31, 2017. The scholarship amount will be remitted by NASIMCO directly to each eligible recipient.

Responsibilities

The respective member jamaat:

- Promote the scholarship in their communities.
- Sign application forms of eligible participants, confirming they are volunteers at your institution and that they are currently pursuing post-secondary education. When signing, a transcript should be presented by the applicant.
- Collect and file away proof of enrollment by each eligible recipient. This can be a photocopy of their transcript that is kept on file while an original transcript should have been viewed by the member jamaats point person for this initiative.
- At the time of audit, these files may be requested by NASIMCO at which time the member jamaat should provide these supporting documents to NASIMCO.

NASIMCO office:

- Fundraises to obtain sufficient monies for the NASIMCO Scholarship Program.
- Announces the launch of the scholarship program each year and its deadline.
- Prepares a schedule of scholarship values each year. The values will be reviewed by the NASIMCO Secretariat and Treasurer.
- Receives scholarship applications.
- Sends the scholarship award to each individual recipient by mail.
- Signs application forms for eligible individuals volunteering at NASIMCO.

The recipient:

- Proof of enrollment in full-time studies or proof of accommodation granted for part-time status, preferably in the form of a transcript.
- Identify where their hours of voluntary service were completed.
- Have your application form signed by your jamaat upon showing them proof of enrollment in university or college or vocational training, this signature will confirm that the applicant is volunteering at a community institution affiliated with NASIMCO or those affiliated with its member organizations.
- All documents should be submitted directly to NASIMCO.
- The applicant must provide their home mailing address, phone number and email address. The scholarship award will be mailed directly to the home mailing address provided.
- The recipient may be contacted by the Secretariat in the future for follow-up to ensure receipt of award and/or to collect testimonials or feedback which may be used in NASIMCO's promotional material.