

{ SECTION 1 }
BURSARIES
BYLAWS AND WORKING RULES
MEMBERS' BENEFITS

~ REVISED NOVEMBER 2019 ~

Bursaries will be made available to Journeyman and Apprentice members of the Local Union or their dependent children providing:

- 1.01 The claimants for Advanced Education Bursaries are in full time attendance at any accredited Post-Secondary Education Facility. Full time means full time as defined by the accredited facility.
- 1.02 All claims must be made within twenty-four (24) months of registration.
- 1.03 The claimant must successfully complete the term year attended.
- 1.04 **JOURNEYMAN MEMBERS**, in order to qualify must be members in good standing of the Local Union for a period not less than one (1) year from the date of application.
- 1.05 **APPRENTICE MEMBERS**, in order to qualify must:
 - (i) Have completed the second year of their apprenticeship program.
 - (ii) Be a member in good standing of the Local Union for one (1) year.
 - (iii) Have satisfied the Trustees that neither the apprenticeship contract nor the post-secondary program is in jeopardy of default.
- 1.06 **DEPENDENT CHILDREN**, in order to qualify must:
 - (i) Maintain single status.
 - (ii) Must be under 25 years of age and/or have commenced their chosen program before attaining the age of twenty-five (25) years or have commenced their program within three (3) years of completing their secondary education, whichever shall first occur.
- 1.07 **DEPENDENT CHILDREN OF DECEASED MEMBERS:**
In the event of the death of a member in good standing of the Local Union, bursaries may be granted to their dependent children providing the spouse has not remarried.
- 1.08 **SCHEDULE OF PAYMENT** - The value of bursary maximums have been established as follows:
 - (i) 2 year diploma programs at recognized post secondary institutions - \$900.00 per term year. (\$1800.00 maximum amount)
 - (ii) University degree or equivalent programs - \$1675.00 per term year. (\$3350.00 maximum amount)
 - (iii) Recognized specialty institutions - i.e. computer colleges, hair dressing schools, etc. - \$900.00 per term year. (\$1800.00)
- 1.09 **BURSARIES OUTSIDE OF ALBERTA**
Bursaries for attendance at accredited post-secondary facilities outside the Province of Alberta will be reimbursed to the maximum outlined in Clause 1.08 - Schedule of Payment.
- 1.10 **APPLICATIONS**
All applications must be made on authorized forms provided by the Trustees and must:
 - (i) Be addressed to the Local Union 488 Supplementary Benefit Trust Fund c/o the Local Union Office.
 - (ii) Be accompanied by a duplicate copy of the claimant's birth certificate, official transcript of term year marks, proof of completion and duplicate receipt(s) for tuition fees.
- 1.11 The Supplementary Benefit Trust Fund will only reimburse up to completion of **ONE (1)** Post-Secondary Educational Program.

THE '300 HOUR' RULE

No member shall be eligible for Supplementary Benefit Trust Fund benefits unless that member has had a minimum of three hundred (300) hours of contributions remitted on his/her behalf by a contributory employer within twenty-four (24) months of the date of application to the Supplementary Trust Fund Benefit Plan.

DID YOU REMEMBER TO SUBMIT THE FOLLOWING DOCUMENTS WITH YOUR APPLICATION?

- 1) OFFICIAL TRANSCRIPTS
- 2) CONFIRMATION OF TUITION EXPENSE FORM *TO BE COMPLETED BY THE SCHOOL ATTENDED - MUST HAVE!!*
- 3) BIRTH CERTIFICATE *PHOTOCOPY*

T4A'S ARE ISSUED FOR ALL BURSARY AWARDS - PLEASE NOTIFY THE OFFICE WHEN YOU HAVE A CHANGE OF ADDRESS - THIS WILL ASSIST US IN KEEPING YOUR RECORDS CURRENT. THANK YOU.