1) Log in to the Scholarships and Bursaries channel of PAWS (paws.usask.ca/go/awards)
   - Click “Apply for Awards”
   - Select Aid Year → Continue
   - Select “College of Nursing Application for Scholarships and Bursaries”

   NOTE: Email supporting documents, like reference letters, etc., to nursing.awards@usask.ca. NO PAPER APPLICATIONS WILL BE ACCEPTED.

   For questions about the financial need calculator, email awards@usask.ca

2) A summary of each award is at https://nursing.usask.ca/awards/awards-index.php
   - Read the criteria for each award.
   - ONLY apply for awards where you fit the criteria. (eg. 3rd year student, entering student in Year 2, interested in Public Health nursing, etc.)

3) Broaden your thinking for about which awards you might qualify.
   - Often awards need to be reposted because there were no qualified applicants. (eg. All applicants were in the wrong year, insufficient evidence sent, etc.)
   - Many students skim over the list of awards criteria and automatically assume they don’t qualify.
   - Keep in mind that donors create awards in particular areas because they want to encourage nursing students to specialize or take a particular interest in certain areas.
     - If a successful clinical placement in community health piqued your interest in learning more, apply for awards that support students interested in community health.
   - Broaden your thinking about which awards you might qualify and take a second look!!

4) Submit all the required evidence.
   - The #1 reason why many students are disqualified: they don’t submit the proper evidence!
- If the award asks for 2 letters – submit 2 letters.
- If it asks for evidence of financial need – complete the financial need calculator found in your PAWS account.
- Proof of ancestry is required for all Indigenous student awards.
- If you need a community reference – get a community reference.
- If you are required to be from a certain hometown make sure you submit that evidence (e.g. Copy of your driver’s licence or bill with the address).
  ▪ Start gathering your evidence well before the deadline.

5) **Write your story honestly and creatively.**
   ▪ Many awards ask for a letter from you about yourself.
   ▪ When writing about yourself be honest and remember this is the time to sell yourself.
     ▪ Brag about your achievements, include all volunteer work.
     ▪ Bridge your story to the award criteria.
     ▪ Boast about your dreams.
   ▪ This helps the selection committee know you better.
   ▪ Keep in mind that donors often receive the stories you’ve written. They want to hear how their investment in you will make a difference.

6) **Email your application form and evidence on time and to the right person!!**
   ▪ **NOTE:** paper applications will no longer be accepted.
   ▪ ONLY emailed packages will be accepted to nursing.awards@usask.ca

7) **When you receive an award, thank your donor.**
   ▪ Make sure to let your donor know how grateful you are. Write a thank you letter addressed to them and send it to the College. We will forward your letter to your benefactor.
   ▪ Donors often comment how excited they are to receive a thank you letter from a student.
   ▪ This small act of kindness from you increases the likelihood that donors will continue to support other students at the College of Nursing.

8) **Any questions?**
   ▪ Contact Roxanne Cossette (roxanne.cossette@usask.ca).