Due to the closure of schools in response to the COVID-19 pandemic, the Administrative Staff Group (ASG) Bursary process and criteria has been modified for the 2019-20 school year.

Links for information regarding the ASG bursaries can be found at:
- peelschools.org under “Students”
- the “My Site” page under the ASG Team Site
- Peel News

**Modified ASG Bursary Criteria:**

**Four bursaries** will be granted as follows:

a) $2,000 toward year one

b) $1,000 toward year two (contingent on being in good academic standing)

**The student must:**

- Be nominated by a staff member.
- Be a graduating Peel District School Board secondary school student.
- Obtain required courses at their secondary school in preparation for acceptance to a Canadian post secondary program.
- Demonstrate outstanding characteristics as listed on the ASG Bursary Nomination Form.
- Submit a letter outlining why they have chosen their specific program of study and describe their future goals as they relate to their career aspirations. The student should also highlight their contributions to the school and community.

**The Nominator must:**

- Complete the attached nomination form.
- Attach the student’s letter.
- Return the completed nomination form and student’s letter by email to the ASG Bursary Coordinator by **June 12, 2020**. Applications received after this date will not be considered.

**Modified ASG Bursary Process:**

- Each secondary school is encouraged to nominate students from their school for the ASG bursary.
- Completed nomination forms and accompanying student letter must be emailed to the ASG Bursary Coordinator by **June 12, 2020**. If it is not possible to obtain the Principal’s signature on the nomination form, the nomination can be acknowledged by the Principal via email to the ASG Bursary Coordinator instead.
- There will not be an interview process for this year.
- There will be four ASG bursaries awarded.
- Students will be notified by email on **June 19, 2020** if they will be receiving the bursary.
- Due to the postponing of all commencement exercises, the ASG bursary cheques will be mailed to the student’s home address.

**Dana Guterres, ASG Bursary Coordinator**
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