

**APPLICATION FORM**

**CARGILL SCHOLARSHIPS**  
**2016-2017**

1. APPLICATION INFORMATION		
<input type="radio"/> Mr. <input type="radio"/> Ms.	Last Name:	First Name and Middle Initial:
<b>Permanent Address:</b>		
Apt.:	N°. and Street:	
City:	Province:	Postal Code:
	Postal Code:	
Telephone N°.:	E-mail: (Cargill will use this information as point of contact)	
2. GUIDELINES		
<p>The Cargill Scholarship is awarded to seniors (Grade 12) who graduated from Clavet High School in the 2016-2017 School Year for postsecondary studies, in any chosen field, at recognized educational institutions. The scholarships are awarded on the basis of academic achievement and volunteer/community service and/or extracurricular activities.</p> <p>I understand the eligibility requirements for this scholarship program: <span style="float: right;">YES</span></p> <p>NO <span style="float: right;"><input type="checkbox"/> <input type="checkbox"/></span></p>		

3. SCHOLASTIC DATA.		
In chronological order, list the educational institutions attended during your last two academic years.		
Name of School:	From/To:	Grade Completed:
4. POSTSECONDARY DATA		
Name of educational institution you plan to attend during the 2017-2018 academic year:		Campus and City:
Start Date of Studies:	Degree or Diploma sought during the year 2020-2021 academic year:	
Month	<input type="checkbox"/> Bachelor's degree <input type="checkbox"/> College	
Proposed Field of Studies:	Maximum Length of Postsecondary Program:	

5. LETTERS OF REFERENCE
Please enclose two <b>signed</b> letters of reference, one from a teacher (academic) and one from a person familiar with your volunteer/community involvement and/or extracurricular activities (refer to the last page of this application).

6. VOLUNTEER/COMMUNITY INVOLVEMENT AND/OR EXTRACURRICULAR ACTIVITIES
On a separate page, describe your volunteer/community involvement and/or extracurricular activities over the past <b>five years (please limit your answer to a maximum of 250 words).</b>

## 7. APPLICANT CONSENT

**This scholarship program is administered directly by Cargill Limited.** Please read the information below carefully as by submitting your application you are consenting to the collection, use and disclosure of your personal information.

### **PURPOSE OF COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION**

Your personal information is being collected on behalf of Cargill Limited for the limited purposes of processing and evaluating scholarship applications, selecting and processing scholarship recipients and administering scholarship payments once awarded. Your personal information will be collected from you and may also be collected from references, secondary and postsecondary educational institutions, government, community or other sources based on the information provided by you in this application. This process will include the release of your personal information to employees of Cargill Limited as well as any other third parties where such release is necessary for scholarship evaluation, selection and administration purposes. There will be no other uses or disclosures of your personal information by Cargill Limited unless required or authorized by law. The personal information being collected in the application is limited to only that information which is necessary for the full consideration of your scholarship application.

### **PROMOTION PURPOSES FOR RECIPIENTS**

Cargill Limited may from time to time announce scholarship winners, their current educational institution, the university or college where they intend to study and the course of study funded by this scholarship, as well as the amount of the scholarship, or to use or disclose recipient information for promotional purposes. By submitting this application, you consent to the release of such information for such purposes.

### **ACCESS TO AND ACCURACY OF YOUR PERSONAL INFORMATION**

Upon request to the Cargill Privacy Officer, you will be given access to your personal information held by Cargill. Cargill will, on request, correct inaccuracies in your information. Please be advised that inaccuracies must be brought to the attention of Cargill prior to the selection of scholarship recipients in order for us to record and bring the correction to the attention of the Cargill Selection Committee.

Please contact : Cargill Limited, PO Box 5900, 300-240 Graham Avenue, Winnipeg, Manitoba R3C 4C5  
Attention: Privacy Officer or email at [public\\_relations@cargill.com](mailto:public_relations@cargill.com).

### **RETENTION OF PERSONAL INFORMATION**

Cargill will securely retain personal information about applicants only for the time necessary to complete the assessment and evaluation, to select a recipient, to administer the scholarship payments, and for a reasonable period thereafter. At the end of this period Cargill will destroy, erase or render anonymous, any of your personal information in its possession. Cargill will retain a permanent listing of the names and internal identification numbers of the recipients of the scholarship program in any given year.

### **CONSENT**

You may refuse to provide personal information to us. You may also withdraw your consent at any time, subject to legal or contractual restrictions and reasonable notice. However, in either case, this may limit your scholarship eligibility and our ability to administer the scholarship payments. **By completing and signing (submitting) this application you are consenting to the collection, use and disclosure of your personal information for the above stated purposes.**

DATE:

SIGNATURE OF APPLICANT:

**8. AUTHORIZATION FOR THE DISTRIBUTION OF PERSONAL INFORMATION**

Personal information about your application will not be released except where such release has been specifically authorized by you. If you want any third parties (parents, guardians, etc.) to have access to your file or access to information regarding the status of your application, you must authorize this in advance. Please provide the names of up to two parties to whom you would like to grant this access in the spaces below. Please also designate a confirming password. File access will be granted only to those individuals who have been specifically named below and who can provide the designated password. It is your responsibility to ensure that the parties named below are aware of the designated password.

**Parties who may have access to your file:**

Name:	Password:
Name:	
Date:	Signature of Applicant:

**9. DECLARATION**

*I certify that all information provided in this application form and attached documents is true and accurate to the best of my knowledge. I understand that the acceptance of this application or receipt of any scholarship/award issued to me may be revoked without notice if any information in this application is subsequently found to be false.*

Name printed:	Date:
Signature of Applicant:	

# PARENTAL OR GUARDIAN CONSENT

First and last name of parent or guardian:	Relationship to applicant: <input type="checkbox"/> Parent <input type="checkbox"/> Adoptive Parent <input type="checkbox"/> Stepparent <input type="checkbox"/> Legal Guardian
<p><b>Privacy Statement</b></p> <p>The information above is being collected by <b>Cargill Limited</b> in preparation for a <b>Cargill Scholarship</b> application by your dependent. This information is necessary in order to confirm that your dependent is an eligible scholarship candidate under the terms of the <b>Cargill Scholarship Program</b>. The information will not be used or disclosed for any other purpose unless required or authorized by law. <b>By completing and signing [submitting] this form you are consenting to the collection, use and disclosure of this personal information for the above stated purposes.</b> You may refuse to provide this information to us or withdraw your consent at any time, subject to legal or contractual restrictions and reasonable notice. In either case, this may limit your dependent's scholarship eligibility.</p> <p>Parent or guardian sign below to indicate eligibility and consent.</p>	
Date:	Signature:

## 10. CANDIDATE'S CHECKLIST

- An official transcript of the last three semesters of available marks (or a photocopy bearing the original signature with school stamp or seal) e.g. Students in grade 12 submit a transcript of marks from grade 11 and the first semester of grade 12.
- Two signed letters of reference with the references' original signatures.
- A description of your volunteer/community involvement and/or extracurricular activities.
- The *Parental Consent* form.
- Postmarked paper application must be sent to Cargill on or September 8, 2017  
**IMPORTANT:** You are responsible for ensuring that the post office postmarks your envelope by the due date.
- Deadline for **receipt** of supporting documents by Cargill September 15, 2017

Please send it to:

**CARGILL LIMITED**  
**Attn: Tracey Thoen**  
**REF: CARGILL SCHOLARSHIPS**  
1 Cheviot Road  
Clavet, SK S0K 0Y0  
Tel.: (306) 668-5260  
Fax: (306) 668-5140

## 11. IMPORTANT DATES

September 8, 2017 Deadline date to send your application form to Cargill.  
September 15, 2017 Deadline date for receipt by Cargill of all supporting documents related to your application.  
September 18, 2017 The Cargill Selection Committee meets to review the applications.  
September 19, 2017 **Results will be communicated by telephone or email.**  
September 21, 2017 Deadline date for winners to accept their scholarship.

## LETTER OF REFERENCE - GUIDELINES

You have been asked to write a letter of reference on behalf of a student applying for a Cargill Scholarship. The applicant has been asked to submit two letters of reference written by individuals in support of their academic achievement and volunteer/community service and /or extracurricular activities (i.e. professor, volunteer supervisor). The reference cannot be related to the applicant. To assist you in the preparation of this letter, please refer to the instructions and information below.

### Academic reference letters

If you are providing an academic reference, please state the length of time and the capacity in which you know the applicant. Your letter of reference should also concentrate on the potential the applicant has to excel in postsecondary studies.

### Volunteer/community service and/or extracurricular activities reference letters

If you are providing a volunteer/community service and/or extracurricular activities reference letter, please state the length of time and the capacity in which you know the applicant. Describe their role, their activities and their accomplishments and how their service has impacted the organization or community. In addition, please indicate if the applicant demonstrated exceptional leadership, extraordinary effort and ability to overcome adversity.

The letter should be given directly to the applicant so that it may be included with their application. **Please ensure that the letter is typewritten on letterhead, signed and includes your contact information.** The student would appreciate a prompt response as the deadline for application is August 20, 2010. Thank you very much for taking the time to support a Cargill Scholarship candidate and contributing to a fair selection process.