



The Canadian Association of Principals Student Leadership Award

The Canadian Association of Principals are proud to sponsor the CAP Student Leadership Award. The purpose of this award is to afford principals the opportunity to recognize one of their student leaders and to enter that student as a nominee for a national scholarship. Nationally, the Canadian Association of Principals will administer the scholarship program.

The CAP Student Leadership Award is designed to provide the broadest possible base upon which to evaluate candidates. One \$250.00 scholarship will be awarded annually per CAP provincial/territorial affiliate. Only students graduating in the final year of high school from a Canadian High School are eligible for nomination.

Each school that wishes to participate in the scholarship program is asked to nominate one student leader who has demonstrated outstanding leadership. Nominees should be in the top 20% of their class. Nominations are not based on need. The method of selection of the principal's nominee is a local decision. To assist you with your selection, you may use an existing scholarship committee or convene a committee similar to what may be used for other award programs.

Each nominee must complete the questionnaire following these instructions. Advisors should aid students in filling out the questionnaire and in furnishing and verifying entries that are part of the student's official school records.

Criteria for Selection: (100 possible points)

1. Leadership in school activities (1 to max. of 25 points)
2. Leadership in the community (1 to max. of 25 points)
3. Academic achievement (1 to max. of 20 points)
4. Essay (1 to max. of 20 points)
5. Recognition, awards, honours and scholarships (1 to max. of 10 points)

Please enclose a copy of the Secondary School Record (transcript form) to be filled out by the school and returned together with the Scholarship Selection Questionnaire. The school may substitute its own official copy of the student's transcript (record of marks). Please send the material to the CAP Student Leadership Award Program at your provincial principal association's address (list of provincial addresses following). We emphasize that all materials must be submitted together, and postmarked by March 1. Incomplete materials will not be returned or considered.

Winners of the CAP Student Leadership Award will be selected in April and the winners and their school principals will be notified by April 30.



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LEADERSHIP AWARD SELECTION QUESTIONNAIRE

Congratulations on the honour of being nominated for the Student Leadership Award. Effective 2015, twelve scholarships of \$250.00 each will be awarded (One scholarship per CAP provincial/territorial affiliate). The CAP Selection Questionnaire is designed to obtain information about your activities in secondary school. This information will assist the selection committee in selecting finalists. The committee will evaluate you based only on what is written on the application. Your answers must be factual; you should be prepared to substantiate any response should the selection committee ask you to do so. It is understood that an advisor is to participate in the preparation of your questionnaire in order to assist you and to furnish and verify entries that are part of your official school record.

POSTMARK DEADLINE: MARCH 1

General instructions: Answer all the questions to the best of your ability and follow the instructions completely. Be careful not to duplicate your responses. The selection of leadership award recipients will be influenced by the completeness of replies, neatness, and legibility. Please type or print, using black ink. The application must be submitted on this form with the transcript or secondary school record attached. Complete all the questions; entering 'nil' if no other response is appropriate. It is suggested that each nominee retain a copy of his or her questionnaire. The school should prepare the Secondary School Record transcript form. (Note: The school may substitute its own official copy of the nominee's transcript.) The nominee and the school principal must sign the questionnaire.

When you have completed this questionnaire, please review it to make sure you have answered all questions accurately and completely, and obtained the proper signature. Retain a copy for your records and return the form, postmarked no later than March 1 to:

CAP Student Leadership Award Program
PROVINCIAL PRINCIPAL ASSOCIATION ADDRESS (given at the end of this questionnaire)

Please note: Questionnaires postmarked after the deadline cannot be considered. To be considered, the questionnaire must be signed by the applicant and the school principal. **ONLY ONE (1) APPLICATION MAY BE SUBMITTED PER SCHOOL.** Be sure to enclose the student transcript or secondary school record.

PERSONAL INFORMATION	
Last Name	Middle Initial
First Name	
Home Street Address	City
Province	Postal Code
Home Phone Number	
School Name	
School Street Address	City
Province	Postal Code
School Phone Number	Principal's Name

SCHOOL SIZE

Please indicate which statement best describes your graduating class, school and student body.

- Small: class size between 1-49 seniors
- Medium: class size between 50-99 seniors
- Large: class size between 100-199 seniors
- Very large: class size is 200+ seniors

STUDENT SCHOOL AND COMMUNITY ACTIVITIES

Please list your 'leadership experiences' according to the following sections. Consider such items as Vice-President, Secretary, Treasurer, Editor, Assistant Editor, Business Manager, Room Representative, Captain, Co-Captain, etc.

Grade 9 (if a 'high school' grade)

◆ Student Council

◆ Athletics

◆ Other School Activities: Yearbook, Newspaper, School Clubs (Science, Math, Environmental, etc.)

◆ Outside of School, Community Involvement: (4H, Church, Youth Groups, etc.)

Grade 10

◆ Student Council

◆ Athletics

◆ Other School Activities: Yearbook, Newspaper, School Clubs (Science, Math, Environmental, etc.)

◆ Outside of School, Community Involvement: (4H, Church, Youth Groups, etc.)

Grade 11

◆ Student Council

◆ Athletics

◆ Other School Activities: Yearbook, Newspaper, School Clubs (Science, Math, Environmental, etc.)

◆ Outside of School, Community Involvement: (4H, Church, Youth Groups, etc.)

Grade 12

<ul style="list-style-type: none">◆ Student Council
<ul style="list-style-type: none">◆ Athletics
<ul style="list-style-type: none">◆ Other School Activities: Yearbook, Newspaper, School Clubs (Science, Math, Environmental, etc.)
<ul style="list-style-type: none">◆ Outside of School, Community Involvement: (4H, Church, Youth Groups, etc.)

COLLEGE/UNIVERSITY AND CAREER PLANS

Anticipated undergraduate institution
Anticipated undergraduate major
Anticipated occupation/career

SPECIAL RECOGNITION, AWARDS, HONOURS, SCHOLARSHIPS

Describe any special recognition, awards and/or honours and scholarship you may have received at the national, provincial or school level.

Special Recognition with dates
Awards and/or Honours with dates
Scholarships with dates

OPINION ON SPECIFIED TOPIC

*Discuss the following in 250 words or less. **Text in addition to this maximum will not be considered.** A separate page may be attached to the questionnaire.*

HOW HAVE YOU DEMONSTRATED YOUR LEADERSHIP ABILITIES TO FOSTER A SAFE AND HEALTHY LIFESTYLE IN YOUR SCHOOL AND COMMUNITY?

ADDITIONAL INFORMATION:

If you wish to provide additional information (not already stated), please include here to a maximum of a hundred words.

REFERENCES

Please submit a maximum of two written references. A separate page may be attached to the questionnaire. Please include a phone number or email where the selection committee can reach your reference. Also include your connection to your reference (teacher, personal friend, family friend, employer)

Reference 1
Reference 2

ATTESTMENT AND RECOMMENDATION (must be completed for consideration)

I certify that my responses are true and factual:

Signature of Applicant: _____

Date: _____

I have reviewed the applicant's responses and certify that they are correct, in so far as the official school records indicate.

Name of Principal: _____

Signature of Principal: _____

**Canadian Association of Principals
Provincial Contacts 2020 - 2021**

Name	Address	Phone	Email
Dean MacInnis Northwest Territories – NTTA-SAC	Ecole Sir John Franklin High School Box 1200, 4701 52 Ave. Yellowknife, NT X1A 2N8	867-669-0773	dean.macinnis@yk1.nt.ca
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Mark Sylvestre Alberta – Alberta Teachers’ Association: Council for School Leadership (CSL)	St. Dominic 5804-144 ave Edmonton Alberta T5A1K5	780-476-9906	mark.sylvestre@ecsd.net
Carol Sarich Saskatchewan - SSBL	Bishop Roborecki School 24 Pearson Place Saskatoon, SK S7L 4S7	306-659-7181	casarich@gscs.ca
Rob Fisher Manitoba – COSL MTS	Chairperson, Council of School Leaders 204 – 2639 Portage Avenue Winnipeg, MB R3J 0P7	204-837-3044 204-679-6207 (cell)	cosl@mbteach.org
Jim Jordan English Schools in Quebec –AAESQ	Riverside School Board 7525, chemin de Chambly Saint-Hubert, QC J3Y0N7	450-672-4010 ext.5209	jjordan@rsb.qc.ca
Aldena Higgins-Harris New Brunswick -NBTA	Back Bay Elementary School 980 Route 172, Back Bay, NBE5C 1Y1	505-755-4798	Aldena.higgins-harris@nbed.nb.ca
Donald Mulligan Prince Edward Island PEIASA	Kensington Intermediate Senior High 19 Victoria Street PO Box 340 Kensington, PE C0B1M0	902-836-8901 902-954-1062 (cell)	damulligan@edu.pe.ca
Christina Pike Newfoundland NLTASAC	Macdonald Drive Junior High 110 Macdonald Drive St. John’s, NL A1A 2K9	709-753-8240	christinapike@nlesd.ca
Ontario			Not presently a CAP member
BC			Not presently a CAP member
NS			Not presently a CAP member