

2010 GRADUATES

"Things to Do" to receive award money

Deadline: December 31, 2012

(please submit by Nov. 30, 2012 to allow time for processing)

In order to receive your award money, please send the following information:

By one month following your convocation ceremony, or at the latest by **July 31, 2010**:

- Letter of thanks to your donor (please make a photocopy to send to Abbotsford Community Foundation – as proof that you sent the original letter of thanks to your donor). The donor's name and address will be on the letter you should have received at Grad.

By **December 31, 2012** send the following information as a complete package to:

Abbotsford Community Foundation - Awards Program
204 – 2890 Garden Street, Abbotsford, BC V2T 4W7

- **A photocopy of your official list of courses** (dated at least one month after the start of classes) as proof of registration at an accredited post-secondary institution. You must be **enrolled in 3 or more accredited courses**. (*Internet registration or timetable is not considered official*). Please use **Form 101** to request this information. Only one Form 101 is needed, even if you received more than one award.
- **A photocopy of your original university/college official tuition receipt**, dated at least one month after the start of classes.
- **Social Insurance Number**
- **Photocopy of donor thank you letter that you sent to your Donor.**
- **Provide your name, year of graduation, name of secondary school and name of your award**

***If you have any questions at all, please phone Rod Tondevoid at 604-850-3755 or email RTondevoid@abbotsfordcf.org. Be ready to provide your name, year of graduation, name of secondary school and name of your award.

PLEASE NOTE: Award funds will only be issued to you if your official list of courses and official tuition receipt are **dated after the end of September or after the end of January**, and all other required information is also submitted. You are responsible for paying your tuition fees by the deadlines as required by the post-secondary institution you are attending.

FORM 101

Dear Student:

In order to claim your award(s) please use this **Form 101** to request the following information from the post-secondary institution you are attending:

- A.** Official list of courses
- B.** Official tuition payment

Please ensure that this form is **dated after September 30th or January 31st of the current semester**, or at least **one month after the commencement** of classes. Complete this form (only once – even if you are awarded more than 1 award), have it **officially stamped, initialed and dated by the post-secondary institution**, and then forward it to Abbotsford Community Foundation. (Internet information documents are not considered official)

Name of Student: _____ Date _____

High school graduated from and year of graduation: _____

Name of Post-Secondary Institution: _____ ID #: _____

A. List of Courses - You must be registered in 3 or more accredited courses to claim your award.

Course Name & #	# of Credits

B. Tuition Paid

Amount of Tuition Paid: _____ Date: _____

Stamped and initialed by Institution: _____ Date: _____

Student local address: _____

(for T4A's) _____

Student Social Insurance number: _____

Student Signature: _____ Phone #: _____

Email address: _____