



Emergency and Health  
Services Commission

# Emergency Medical Assistant Education Fund Application Package



Administered by the Justice Institute of British Columbia  
Student Services Office

### THE EMA EDUCATION FUND

The Emergency Medical Assistant (EMA) Education Fund began in 2007 as the result of a \$3 Million donation from the Emergency and Health Services Commission to the Vancouver Foundation, with the mandate that the Vancouver Foundation would utilize those funds to support the training and development of paramedics in British Columbia, particularly those in rural and remote British Columbia communities.

To that end, an advisory committee was created, consisting of representatives from the BC Ambulance Service, the Ambulance Paramedics of BC (Canadian Union of Public Employees (CUPE) Local 873), BC health authorities, and the Union of BC Municipalities. The role of the EMA Education Fund Advisory Committee is to determine how best to utilize these funds, develop criteria for the disbursement of those funds, and to select the candidates who will receive those funds.

Currently, the EMA Education Fund provides funding to individuals who wish to pursue training leading towards certification and licensure as Primary Care Paramedics (PCP) and Advanced Care Paramedics (ACP) in British Columbia. Bursaries for the PCP program are \$5000, while bursaries for the ACP program are \$17,500.

### GOALS OF THE FUND

The EMA Education Fund is tasked with achieving the following goals:

- Increase the number of PCP-licensed paramedics living and working in rural or remote areas of British Columbia.
- Increase the number of ACP-licensed paramedics in all areas of British Columbia

These goals will be achieved by providing the financial support necessary for paramedic students to obtain their PCP or ACP licenses.

### AWARD SELECTION

All applicants will be notified via email of the results of their application.

Unfortunately, there are limited funds available each period and we are unable to assist all of the eligible applicants. If you are not successful, however, you are encouraged to re-apply for the next eligibility period.

### AWARD DISBURSEMENT

If you are selected for an EMA Education Fund bursary, instructions for receiving your funding will be included in the notification letter.

Applications are accepted three times a year for the Emergency Medical Assistant (EMA) Education Fund Awards administered by the Justice Institute of British Columbia (JIBC)

### APPLICATION DEADLINES:



JUSTICE  
INSTITUTE  
of  
BRITISH  
COLUMBIA

Send applications to:  
EMA Award  
c/o Student Services, Justice Institute of BC  
715 McBride Boulevard, New Westminster, BC V3L 5T4 Canada  
Phone: 604-528-5762 or 1-877-528-5591 (toll-free) Fax: 604-528-5653

Application Deadline	Review Period	Disbursement period
March 18, 2011	March/April	May 2011
July 15, 2011	July/August	September 2011
November 18, 2011	November/December	January 2011

Complete one application only for each deadline. Application forms can be picked up at the JIBC Student Services Office or are available on-line at <http://jibc.ca/student-services/financial-aid-awards>.

**Award Eligibility Criteria:**

- Applicants must state their intention to apply for and subsequently enroll in a full or part-time Emergency Medical Assistant (EMA) program in BC that is approved by the EMA Licensing Board and at a school that is a qualified donee as defined by the Canada Revenue Agency.
- PCP Applicants who are currently living and studying in, willing to live and study in, or upon program completion willing to practice in rural, remote or northern communities of BC will be given preferential consideration.
- Applicants must provide proof of participation in student and/or community activities.
- Applicants must be Canadian citizens, permanent residents or protected persons who are residents of BC.
- Applicants must document financial need by completing an application form and signing a declaration. Applicants may be required to submit additional documentation to verify financial need.

EMA Education Fund Advisory Committee selects students for awards. Decisions of the EMA Education Fund Advisory Committee are final.

**How will I find out if I have been selected for an award?**

Award funds are limited; therefore we are unable to assist all applicants. Within four weeks after the deadline has passed, an email will be sent to the email address provided on the Award application notifying you of the results of your application.

**If I qualify for an award, when will I receive my funds?**

An Award notification letter sent to your home address will include additional instructions regarding your funds. Typically funds are credited to your student account and are used toward tuition fees. Sometimes funds are used for travel and accommodation if you are traveling from out of town. Payments toward tuition are normally applied in two or more installments and a living allowance award made near the end of the program. How your funds will be allocated will be outlined in your notification letter.

Students who are not yet accepted to or enrolled in a program must provide proof of enrollment at time of Award approval, in order for any funds to be released. Proof of enrollment consists of a copy of your acceptance letter from the institution you will be attending.

**How long will my funds be available?**

Depending upon when you apply for an award, we recognize your program may not start right away. Because your funds are used primarily for tuition fees, you will have one (1) year from the time you were awarded the EMA Award to use the funds. After one year, the funds will be withdrawn.



**In what denominations are awards granted?**

Students could be eligible for up to \$5,000 each for taking the Primary Care Paramedic Program and up to \$17,500 each for taking the Advanced Care Paramedic Program. Funds are disbursed incrementally in order to cover tuition and other program related expenses at the time these expenses are incurred.

**Why are PCP students who live and work in, or are willing to work in rural, northern or remote areas of British Columbia being favored to receive an award over those in urban centres?**

There is a severe shortage of primary care paramedics working in rural, northern and remote areas of the province. The EMA Education Fund Awards were established to address this shortage by encouraging more people to consider living and working as primary care paramedics in these areas of BC.

***Are ACP students favored to receive an award in the same way as PCP students?***

No. There is a severe shortage of advanced care paramedics working in **all** areas of BC so those in rural, northern or remote areas are not favored to receive an award over those in urban centres.

**Are there other sources of awards available?**

Do you or your family have affiliations with service clubs, organizations or athletic teams? They may offer awards or bursaries. Employers sometimes provide bursaries for employees or dependents of employees. There are also bursaries offered through the government for students entering Health Care fields. The JIBC offers bursaries to eligible JIBC students who demonstrate financial need. The JIBC's Financial Aid office has information on private bursaries offered by organizations. Check the Student Services Website at <http://jibc.ca/student-services/financial-aid-awards> for more information.

**Note: Any misrepresentation of your financial need will result in a penalty, which could include, but is not limited to, ineligibility to be considered for future awards and forfeit of any outstanding award.**

**Please print in ink. Failure to complete all sections could result in disqualification of your application. Please fax or mail to the address below.**

## Personal Information

**Last Name** \_\_\_\_\_

**First Name** \_\_\_\_\_

**Complete Address** \_\_\_\_\_

**City, Province, Postal Code** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Social Insurance Number** \_\_\_\_\_

**Phone Number** \_\_\_\_\_

**Citizenship:**  Canadian Citizen  
 Permanent Resident  
 **Other** \_\_\_\_\_

**Alternate Phone Number** \_\_\_\_\_

**Residency**

Have you resided in BC for the past 12 months?  Yes  No

How long have you resided in your current community \_\_\_\_\_

List other BC communities and the dates you have resided there

\_\_\_\_\_

\_\_\_\_\_

**Do you currently work for BCAS?**

Yes  No

If yes, what is the location of your station and how long have you worked for BCAS?

\_\_\_\_\_

**Male**       **Female**

**Marital Status:**

- Married / Common-Law
- Widowed
- Divorced
- Separated
- Single

Number of children in your custody: \_\_\_\_\_

Ages of children: \_\_\_\_\_



Send applications to:  
 EMA Award  
 c/o Student Services, Justice Institute of BC  
 715 McBride Boulevard, New Westminster, BC V3L 5T4 Canada  
 Phone: 604-528-5762 or 1-877-528-5591 (toll-free) Fax: 604-528-5653



# Emergency and Health Services Commission

Applied to or enrolled in which EMA program of study (ACP or PCP): \_\_\_\_\_

Educational Institution & program start date: \_\_\_\_\_

Student number from institution in which I am enrolled: \_\_\_\_\_

What region and community in the province of British Columbia do you plan to work in after program completion and why (attach additional page if necessary)? What is your career goal? **Please be as specific as possible.**

---



---



---



---

**Education:** Provide information of your education and training, including degrees, diplomas, certificates, etc.

High School	Name of School:	Level Achieved:
	Date Range Attended:	
College / University	Name:	Level Achieved:
	Date Range Attended:	
Vocational / Trade / Technical	Name:	Level Achieved:
	Date Range Attended:	
Other Licenses / Certificates	Name:	Level Achieved:
	Date Range Attended:	



JUSTICE  
INSTITUTE  
of  
BRITISH  
COLUMBIA

Send applications to:  
EMA Award  
c/o Student Services, Justice Institute of BC  
715 McBride Boulevard, New Westminster, BC V3L 5T4 Canada  
Phone: 604-528-5762 or 1-877-528-5591 (toll-free) Fax: 604-528-5653



# Emergency and Health Services Commission

Provide a brief summary of your participation in student and/or community activities **for the 6 months prior to your program start** (attach additional page if necessary).

---

---

---

---

---

If there are any extenuating circumstances that make it necessary for you to apply for an EMA Education Fund Award, please explain here (attach additional page if necessary).

---

---

---

---

Do you speak a second language? If so, what language and at what level do you communicate (beginner, intermediate or expert)?

---

---

## Financial Information

I have applied for  **OR** received  (for this program):

Government Loans /grants: \$ \_\_\_\_\_

Province of Issue: \_\_\_\_\_

Bank line of credit/loan: \$ \_\_\_\_\_

I have **NOT** applied for a student loan or grant because:

---

Assets: Include car, house, property, stocks, bonds, RRSPs, etc.

Asset	Date Purchased	Market Value	Amount Owing



JUSTICE INSTITUTE of BRITISH COLUMBIA

Send applications to:  
EMA Award  
c/o Student Services, Justice Institute of BC  
715 McBride Boulevard, New Westminster, BC V3L 5T4 Canada  
Phone: 604-528-5762 or 1-877-528-5591 (toll-free) Fax: 604-528-5653

Please itemize your anticipated expenses and income for this period of study. **Married or common-law students must list *entire* household income and expenses.**

EXPENSES (Monthly)

Rent/Mortgage and Utilities	\$
Food	\$
Transportation	\$
Miscellaneous	\$
Daycare (including subsidy)	\$
Loans/credit payments	\$
Medical/dental premiums	\$
Insurance (car/house/life)	\$
Glasses/contacts	\$
Car repairs	\$
House repairs	\$
Non-refundable medical costs	\$
Other (specify) _____	\$
<b>TOTAL EXPENSES</b>	<b>\$</b>

TUITION

What are your estimated tuition costs, including books and supplies, for this program? \$ \_\_\_\_\_

Monthly Income	4 months prior to program start	During program
Work net income	\$	\$
Spouse's net income	\$	\$
Income from government source (EI, HRDC, etc)	\$	\$
From family/sponsor/employer	\$	\$
Child support/spousal support	\$	\$
Daycare subsidy	\$	\$
Other income (band funding/ investments/interest/etc)	\$	\$
<b>TOTAL MONTHLY INCOME</b>	<b>\$</b>	<b>\$</b>



INCOME (one time)

Savings after tuition costs	\$
Student loans (family/bank/government)	\$
Grants/Scholarships/Awards/Bursaries	\$
Other (specify) _____	\$
<b>TOTAL ONE TIME INCOME</b>	<b>\$</b>

## Declaration

**Any misrepresentation of my financial need will result in a penalty, which could include, but is not limited to, ineligibility to be considered for future awards and forfeit of any outstanding award.** Furthermore, the Registrar's Office at the institution in which I am enrolled maintains the right to withhold grades and official transcripts and to put a notation on my permanent record.

I hereby declare that the information given on this Application is, to the best of my knowledge, correct and that I have read and understood the directions at the beginning of this Application. I authorize the Registrar's Office at the institution in which I am enrolled to verify any or all of the above statements if deemed necessary.

The Emergency Medical Assistant Education Fund respects your privacy. Personal information that you provide is collected pursuant to provincial privacy legislation. It is collected for the purpose of administering applications for bursary awards and for the purpose of statistical reporting to the Advisory Committee, donors and government agencies. If you have questions, please contact the Fund administrator at 604.528.5762.

I understand that:

1. The EMA Education Fund Advisory Committee will review my application.
2. Should I be successful in obtaining an EMA Education Fund Award, I agree to write a "Letter of Appreciation" to be given to the donor.
3. I must maintain satisfactory completion of courses in my program.

I give permission to the Registrar's Office at the institution in which I am enrolled:

1. To use the information from my Student Loan Application and Assessment to verify information on my EMA Education Fund Application (if applicable);
2. To check my transcripts for the purpose of ascertaining my academic standing and cumulative credits; also to confirm my status as either part time or full time, and to confirm my field of study;
3. To share information included on the EMA Education Fund Application with the EMA Advisory Committee for the purpose of selecting recipients for Awards.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date



Send applications to:  
EMA Award  
c/o Student Services, Justice Institute of BC  
715 McBride Boulevard, New Westminster, BC V3L 5T4 Canada  
Phone: 604-528-5762 or 1-877-528-5591 (toll-free) Fax: 604-528-5653