



The Cayman Islands Civil Service Association
Co-operative Credit Union Limited

AFFILIATED TO THE WORLD COUNCIL OF CREDIT UNIONS
AND
THE CARIBBEAN CONFEDERATION OF CREDIT UNIONS

EDUCATIONAL GRANT ELIGIBILITY CRITERIA AND CONDITIONS

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ELIGIBILITY CRITERIA AND CONDITIONS FOR THE EDUCATIONAL GRANT

The following criteria and conditions are issued by CICS Co-operative Credit Union Limited for the awarding of Educational Grants. These conditions are subject to revision as deemed necessary by Board of Directors. If selected to receive a grant, the applicant agrees to abide and be bound by any or all of the conditions contained herein.

1. All applicants must be a member of the Credit Union in good standing for at least 12 months or a child of a Credit Union member in good standing, domiciled in the Cayman Islands. To be in "good standing", an account should not be dormant (no activity for 12 months) or inactive (no activity for 6 months).
2. A member who has failed to repay their credit facility/instrument by the 14th day of each month during the 12-month period preceding any grant, will not be eligible to receive a grant; this also applies to the child of that member.
3. The Credit Union reserves the right to cancel this grant at any time if either the member or the child of the member conducts himself/herself in a manner that adversely affects the Credit Union or is verbally abusive or makes threats against the staff of the Credit Union.
4. Incomplete applications and/or missing documents will not be processed nor considered for a grant. **It is the responsibility of the applicant to ensure all required documentation has been submitted to the Credit Union by 11:59pm, 30 April. This will strictly be enforced.**
5. If selected, the applicant agrees to apply himself/herself at all times to maintain a semester grade point average (GPA) of not less than 3.0. If the applicant fails to maintain academic standards, the applicant is automatically ineligible to apply for future grants for the same programme of study.
6. The applicant agrees to provide all transcripts/grade reports on academic progress. These must be submitted for the most recently completed year of receiving the grant.
7. If selected, the applicant must account for all funds provided by the Credit Union, with supporting documentation and receipts for the most **recently completed year** of receiving the grant.
8. If the applicant must withdraw from the programme before completion, the Credit Union must be advised in writing within 15 days of departing from the institution/course of study. Failure to do so will render the applicant ineligible for consideration of all future grants. The Credit Union reserves the right to seek restitution for failure to use funds as approved.
9. If any false representations are contained in this application, the Credit Union reserves the right to cancel the grant with immediate effect and demand the return of all funds which might have been given under that disbursement.
10. Deadline for receipt of applications is 30 April annually. Grants are disbursed in August.
11. The following are approved courses for grants from the Credit Union: post-secondary, technical/vocational, certificate/diploma; and associate, bachelor, & master degrees.

DOCUMENTS TO INCLUDE WITH APPLICATION

1. This application must be accompanied by: a letter of acceptance from the university/institution **or** proof of registration for local or overseas courses; completion certificates for local or overseas courses **or** exam results; transcript/grade report for the most recently completed year; proof of all other scholarships or grants awarded and applied for; and any other relevant documentation such as tuition fees, book fees, accommodation, etc.
2. Please include **one character** reference and **one academic** reference from someone who has known the applicant for one year or more (immediate family members cannot give references).

EDUCATION

High School

Address

From To Did you graduate? No Yes Subjects Passed

College/University

Address

From To Did you graduate? No Yes Courses Passed/Degree

Other

Address

From To Did you graduate? No Yes Courses Passed/Degree**GRANT APPLICANT CURRENT EMPLOYMENT**

Name Phone ()

Employer Address

Job Title Salary range per annum <12k 12-30k 30-50k 50-70k over 70k **PARENT/GUARDIAN CURRENT EMPLOYMENT**

Name Phone ()

Employer Address

Job Title Salary range per annum <12k 12-30k 30-50k 50-70k over 70k **REFERENCES**

Please list two references (1 Academic & 1 Character)

1. Full Name Relationship Phone ()

Email Address Address

2. Full Name Relationship Phone ()

Email Address Address

DISCLAIMER AND SIGNATURE

As a grant recipient, I will abide by the eligibility and conditions outlined in this application. I also undertake to:

1. Conduct myself at all times in a manner which will not reflect adversely on the reputation of the Credit Union or the Cayman Islands;
2. Apply myself diligently to my studies as directed by the college/institution and maintain a semester grade point average of not less than 3.0;
3. Submit, all exam results, transcripts/grade reports on my academic progress for the most recently completed year after receiving the grant;
4. Submit all other reports in accordance with the arrangements made with the Credit Union after receiving the grant;
5. I certify that my answers are true and complete to the best of my knowledge; and
6. If this application leads to the listed grant recipient receiving an Educational Grant from the Credit Union, I understand that false and misleading information in my application or interview shall result in Credit Union taking action to recoup the grant funds from the recipient, parent or guardian.

Signature of Applicant

Date
D/M/YWitness
JP/NP or CU Staff**OR OFFICIAL USE ONLY
OBSERVATIONS AND RECOMMENDATIONS OF THE EDUCATIONAL GRANT COMMITTEE**

The Educational Grant Committee considerations include but are not limited to :

- The proposed studies are relevant to the interest of the Credit Union or the Cayman Islands.
- The educational background of the applicant is sufficient to undertake the proposed studies.
- The institution meets the minimum accreditation criteria.

The Educational Grant Committee therefore recommends/does not recommend the award of this grant:

Educational Grant Committee

Date