

Applying for the J.D. Hobden Bursary: A Step-By-Step Guide

Are you a justice-involved post-secondary student in Canada looking for financial support for your education? The J.D. Hobden Bursary offered by The John Howard Society of British Columbia may be the solution you need.

The bursary funds are distributed on a semester-by-semester basis. That means you can apply for funding only for the upcoming semester, but you may apply for subsequent semesters one by one. **Follow these simple steps to apply:**

Step 1: Ensure You Meet the Eligibility Criteria

To be eligible for the bursary, you must:

- Have a history or current involvement in the justice system in Canada,
- Be enrolled or accepted in an accredited post-secondary institution in Canada, AND
- Be one or more of the following:
 - a resident of British Columbia (BC),
 - incarcerated in an institution in BC, OR
 - enrolled in a post-secondary school in BC.

Step 2: Prepare the Required Documents

Before applying for the bursary, follow these instructions:

- Obtain a written confirmation by email or letter from your post-secondary institution verifying:
 - The course(s) you plan to register for in the upcoming semester, stating that they are suitable for distance learning; AND
 - Indicating the verified total cost for each course, including, as applicable:
 - tuition fees,
 - course materials,
 - shipping/handling costs, and
 - any other applicable fees.
- Complete the [J.D. Hobden Bursary Application](#) form.
- Check if your post-secondary school has a sponsorship form available. If so, complete your part of the sponsorship form. For instance, here's [TRU's Sponsorship Form](#).

Step 3: Submit Your Application

When you're ready to apply, follow these instructions:

- Submit a complete [J.D. Hobden Bursary Application](#) at least six weeks before the start of the semester for which you're requesting funds.
- Be sure to include:

- your complete personal information (name, address, email, phone number, and student ID number),
 - the course(s) you want us to fund for the upcoming semester, AND
 - the correspondence you received from the school confirming the course suitability and the verified total cost for each course of the upcoming semester.
- Submit a signed copy of the post-secondary institution's sponsorship form, if applicable.
 - Submit proof of completion for any courses that we have funded for which you haven't already provided.

Step 4: After Approval

If we notify you that your application is approved, follow these instructions:

- Register for your course(s) once we confirm that we have placed the funds into your student account at the post-secondary institution.
- Send us a copy of the receipt confirming that you have registered and used our funds to pay for the course(s).
- Send us proof of completion when you finish the course(s) that we have funded.

To submit all required documents, please send them via email to bursary@jhsbc.ca or by mail to the John Howard Society of BC at 100-637 Bay Street, Victoria, BC V8T 5L2.

We look forward to hearing from you and supporting your education journey.