



# ST. MARY'S ACADEMY APPLICATION FOR BURSARY ASSISTANCE 2025-2026

**SUBMISSION DEADLINE - MAY 1, 2025**

St. Mary's Academy is dedicated to assisting students who qualify but cannot afford an Academy education.

Bursaries are awarded on the basis of:

- The financial need of the applicant's family
- The number of students requesting a bursary
- The amount of bursary funds available

A bursary **will not** be granted to cover the full cost of tuition. All families are required to pay the \$600 non-refundable registration fee. If a bursary application is accepted, the award will range from \$500 to the net tuition amount owing after the \$600 registration fee has been paid.

The **confidential** bursary process is managed by the SMA Bursary Committee and begins after the school has accepted a student. Student acceptance is independent from the bursary application process.

Families are required to re-apply for a bursary every year to ensure their financial information is up-to-date. Although SMA strives to provide the same level of support each year, it cannot be guaranteed as an applicant's financial needs are assessed and compared to the financial needs of other applicants in a given year.

In early June, all bursary applicants will receive a letter stating whether or not a bursary has been extended to the student(s). Successful applicants will receive a personalized tuition statement and payment plan.

## INSTRUCTIONS

- Each family should submit **only one application** regardless of the number of students attending SMA. If, however, parents are unmarried and are splitting tuition, each parent may apply for a bursary for their portion of tuition.
- Unless there is a legal document specifying that one parent/guardian is responsible for the full tuition, both parents/ legal guardians must submit their respective information for a bursary application to be assessed.
- Please answer every question. If the answer is "nil" or "not applicable" enter "NIL" or "N/A".
- Please ensure copies (not originals) of the following **2024** documents are enclosed for all parent(s)/guardian(s):
  - A copy of all information slips (ex: T4, T4A, T3, T5, etc.) for 2024
  - A copy of your income tax returns (T1) for the year 2024
    - If you have **rental income**, please enclose Schedule T776
    - If you are **self-employed**, please provide a Statement of Business/Professional Activities T2125
    - If you own a **Corporation**, please enclose the T2 - Corporate tax return. (The schedules requested refer to the detail pages not the summary)
  - A copy of your Canada Revenue Agency Notices of Assessment (NOA) for 2024  
If your NOA is not available when you file your application, please submit it as soon as possible.
- All forms must be mailed to St. Mary's Academy or dropped off to St. Mary's Academy's Reception Office.

Attention: Leah Boughen  
St. Mary's Academy  
550 Wellington Crescent  
Winnipeg, MB R3M 0C1
- Please email any questions to [bursary@smamb.ca](mailto:bursary@smamb.ca) or call Leah Boughen at 204-478-6030.

## 1. SMA Student Identification

### FIRST STUDENT ATTENDING SMA

Name \_\_\_\_\_  
Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Address \_\_\_\_\_  
Street \_\_\_\_\_ City, Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Lives with \_\_\_\_\_ Grade in September 2025 \_\_\_\_\_

### SECOND STUDENT ATTENDING SMA

Name \_\_\_\_\_  
Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Address \_\_\_\_\_  
*(if different from 1st student)* Street \_\_\_\_\_ City, Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Lives with \_\_\_\_\_ Grade in September 2025 \_\_\_\_\_

### THIRD STUDENT ATTENDING SMA

Name \_\_\_\_\_  
Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Address \_\_\_\_\_  
*(if different from 1st student)* Street \_\_\_\_\_ City, Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Lives with \_\_\_\_\_ Grade in September 2025 \_\_\_\_\_

## 2. Parental / Guardian Identification

### Mother / Guardian 1

### Father / Guardian 2

Name	_____	_____	_____	_____
	Last Name	First Name	Last Name	First Name
Phone Number	_____		_____	
Email Address	_____		_____	
Relationship to Student	_____		_____	
Occupation	_____		_____	
Employer	_____		_____	
Address	<input type="checkbox"/> <i>(same as above)</i>	<input type="checkbox"/> <i>(same as above)</i>		
	<i>(if different from 1st student)</i>	<i>(if different from 1st student)</i>		
Street	_____		_____	
City	_____		_____	
Postal Code	_____		_____	

### 3. Other Children

List all children, not including the applicant(s), who are residing in your home and will receive support from you in the upcoming school year.

Name	Age	School	Grade (current)	Tuition
				\$
				\$
				\$
				\$
				\$

### 4. Income As Reported on Income Tax Return

	Mother/Guardian 1 2024 Actual	Mother/Guardian 1 2025 Estimate	Father/Guardian 2 2024 Actual	Father/Guardian 2 2025 Estimate
Total Income (line 150)				
Net Income (line 236)				
Taxable Income (line 260)				
Tax Payable (line 435)				
Taxable Dividends (line 120)				
Taxable Capital Gains (line 127)				

### 5. Explanation of any significant differences between 2024 actual amounts and 2025 estimates

### 6. Other Non-Taxable Income

	Annual Amount	Source
GST Credit	\$ _____	_____
Canada Child Benefit	\$ _____	_____
Manitoba Child Benefit	\$ _____	_____
Gifts	\$ _____	_____
Settlements	\$ _____	_____
Long Term Disability/Disability	\$ _____	_____
Pension	\$ _____	_____
Child Support	\$ _____	_____
Scholarship/Grants (do not include SMA bursary)	\$ _____	_____
Other income not specified	\$ _____	_____

## 7. Other Financial Information

If someone else resides with you or contributes towards expenses, how much do they contribute? \$ \_\_\_\_\_

Trust funds of which any of the family members are beneficiaries \$ \_\_\_\_\_

If you send money overseas, how much money do you send overseas annually? \$ \_\_\_\_\_

Athletic/extra-curricular fees paid in 2024 \$ \_\_\_\_\_

Athletic/extra-curricular fees expected in 2025 \$ \_\_\_\_\_

Student was selected for an SMA Co-Curricular Trip or Extended Service Experience trip in '25-'26  Yes  No

Amount in Registered Educational Savings Plans (RESP) - report total amount \$ \_\_\_\_\_

Contributed by: \_\_\_\_\_

## 8. Personal Assets *\*If asset is joint, please include the total value in "Joint or Mother/Guardian 1" column only*

Assets	Joint or Mother/Guardian 1	Father/Guardian 2
Home - owned (Assessed Value)	\$	\$
Date of Purchase		
Cottage	\$	\$
Other Real Estate	\$	\$
Bank Accounts & Cash	\$	\$
RRSP	\$	\$
Mutual Funds (other than RRSP)	\$	\$
Tax Free Savings Accounts	\$	\$
Term Deposits	\$	\$
Savings Certificates/Treasury Bills	\$	\$
GICs	\$	\$
Shares/Stocks	\$	\$
Bonds	\$	\$
Other Assets Not Specified	\$	\$
<b>TOTAL</b>	\$	\$

## Vehicles, Boats, Recreational Vehicles, Trailers – Purchased/Leased

Make / Model / Vehicle Year	Purchased or Leased	Date Purchased/Leased	Monthly payment (if applicable)

**9. Personal Liabilities** *\*If liability is joint, please include the total value in "Joint or Mother/Guardian 1" column only*

	Joint or Mother/Guardian 1		Father/Guardian 2	
	Amount Outstanding	Monthly Payments	Amount Outstanding	Monthly Payments
Mortgage	\$	\$	\$	\$
Rent	\$	\$		\$
Bank Loans	\$	\$	\$	\$
Overdrafts	\$	\$	\$	\$
Line of Credit	\$	\$	\$	\$
Credit Cards	\$	\$	\$	\$
Finance Companies	\$	\$	\$	\$
Other (specify)	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
<b>TOTAL</b>	\$	\$	\$	\$

**10. Payee - If tuition will be paid by more than one payee, please identify the split.**

	% of Tuition
_____	_____ %
_____	_____ %

**11. Explanation of any unusual expenses or special financial commitments or further information pertinent to this application**

## 12. Declaration, Agreement and Consent of Parent(s) / Legal Guardian(s)

By signing below, I hereby declare that all of the information provided in this Application for Bursary Assistance is true and complete to the best of my knowledge. I understand that if any of the information provided in this Application changes at ANY time during the period of study at St. Mary's Academy of any student named in this Application I am obliged to report any such change to St. Mary's Academy immediately, and I hereby agree to do so.

Also by signing below, I hereby expressly consent to St. Mary's Academy:

- Verifying and investigating any information supplied by me in this Application, including information regarding revenues and expenses from Canada Revenue Agency, for the purpose of assessing eligibility for a School Bursary; and
- Using the information provided in this Application, together with any additional information collected by St. Mary's Academy as part of its consideration of this Application, for the purpose of determining whether or not it will award a bursary in response to this Application and, if so, in what amount.

\_\_\_\_\_  
Signature of Mother /Legal Guardian 1

\_\_\_\_\_  
Signature of Father/Legal Guardian 2

\_\_\_\_\_  
Name of Mother/Legal Guardian 1

\_\_\_\_\_  
Name of Father/Legal Guardian 2

\_\_\_\_\_  
Date (mm/dd/yyyy)

\_\_\_\_\_  
Date (mm/dd/yyyy)

### APPLICATION DUE MAY 1, 2025

#### Documents enclosed

- A copy of all information slips (T4, T4A, T3, T5, etc.) for 2024
- A copy of your income tax returns (T1) for the year 2024
  - If you have rental income, please enclose **Schedule T776**
  - If you are self-employed, please provide a **Statement of Business/Professional Activities T2125**
  - If you have a Corporation, please provide the **T2 - Corporate Tax Return**

**(The schedules refer to the detail pages, not the summary)**

- A copy of your Canada Revenue Agency Notices of Assessment (NOA) for 2024.  
If your NOA is not available when you file your bursary application, please submit it once it becomes available.

Incomplete applications will not be processed. Your application will not be considered complete until all required documentation and forms have been received by the school. It is your responsibility to submit all information, including the complete tax return(s) by May 1st regardless of your tax filing deadline with CRA. Applications submitted after the deadline may not be accepted.