



Honours and Awards – Scholarship Yearly Process

Early each year the Honours and Awards committee shall determine a deadline date for applications to be received. Typically the deadline date is June 30 of each year however, depending on committee's availability to meet, the committee can decide to change the deadline date.

Early each year the committee decides on a subject matter or question in which all applications must submit a response in essay format. The committee has the authority to decide on the subject matter as well as the length of the essay response.

Once all applications are received after the deadline, the National Office ensures all applications meet the listed criteria for each scholarship and assigns a number to each application.

Members of the committee receive the list of criteria submitted with each applicant's number. This ensures anonymity while essays are being reviewed.

Committee reviews all submissions and decides as a committee which applications to award various scholarships. A report is presented to the National Council at the fall meeting with recommendations of awards. National Council conducts voting process on Committee report and recommendations.

At no point during the process do the Committee members know the applicants' names. They only find out, at the same time as the other members of the UHEW National Council, once their report has been adopted.