



Rick & Amanda Hansen Scholarship for Youth with Disabilities

Applicant Guide



About This Package (Read First)

This package combines the **Applicant Guide** and a **preview of the Application Form** for the Rick & Amanda Hansen Scholarship for Youth with Disabilities.

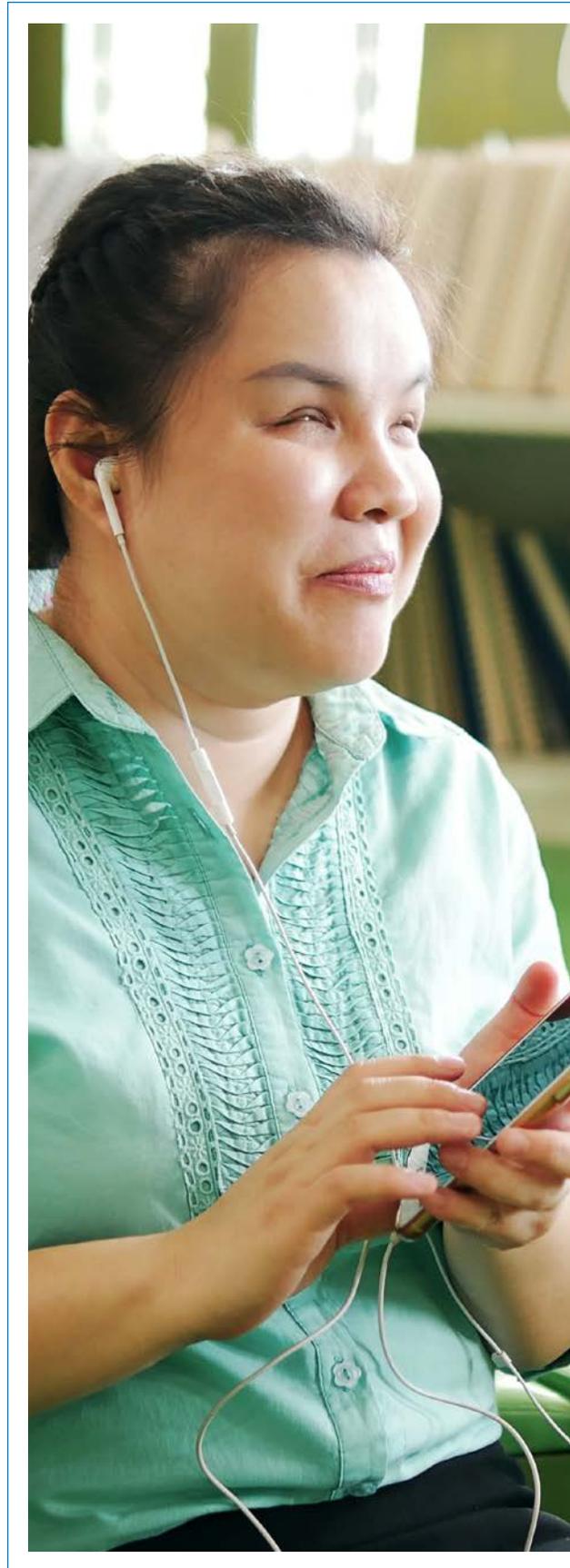
- The **Applicant Guide** – explains the scholarship program, eligibility criteria, required documents, and tips for completing each section of the application. It also includes a Frequently Asked Questions (FAQ) section addressing common enquiries.
- The **Application Form (preview only)** – shows what information and documentation you will need to provide on the online application portal, including personal information, academic and program details, financial information, short-answer questions, and sections to upload supporting documents.

Scholarship Overview

- Up to **\$40,000 CAD over four years**, for publicly funded, post-secondary education in Canada. Funds are directly payable to the academic institution with a maximum of \$10,000 per academic year. This includes up to \$7,500 for tuition and a \$2,500 stipend for education-related costs.
- Supports **1 to 4 years of full-time studies** at a **Canadian publicly funded post-secondary institution** (college, university, or equivalent).
- Scholarships are awarded to **2 to 4 recipients** per academic year.
- No restrictions on the area of study or discipline. Certificate, diploma, trade, associate, bachelor's, master's, and doctorate degree programs are eligible. Program must be minimum of 1 year to maximum of 4 years in duration.

Restrictions and Conditions

- Applicants are responsible for securing admission to an Approved School of their choice, in accordance with the applicable requirements and deadlines that apply to such Approved School. Applicants who are awarded a Scholarship (a “Recipient”) must provide RHF with annual progress reports, proof of enrollment and transcripts/grades for each year of study for which they are in the Program, along with any other information RHF requires.
- Recipients must not concurrently receive additional education-related financial awards exceeding \$2,500 per academic year, excluding student loans.
- Recipients may seek RHF’s approval to defer enrollment in an Approved School for up to one year, or they may interrupt their studies for up to one year, on one occasion only, after the successful conclusion of at least one academic year. Deferrals in the first year are not permissible. Recipients who fail to return to school after a one-year deferment or who drop out of school will forfeit the Scholarship.
- Recipients may seek RHF’s approval to change disciplines, programs and/or Approved Schools during the Scholarship term. RHF may approve the request or terminate the Scholarship, in its sole discretion.
- The scholarship may be withdrawn if the recipient fails to remain in good standing according to their academic institution or fails to satisfactorily submit progress reports and other requested supporting documentation at the end of each academic year.
- A Scholarship may be terminated at any time by RHF, upon the occurrence of any behavior on the part of the Recipient that RHF, in its sole discretion, deems inappropriate.





Selection Process

The Scholarship Selection Committee will evaluate applicants on the following criteria:

Rick & Amanda Hansen's Values:

- Demonstration of Perseverance
- Demonstration of Inclusivity
- Demonstration of Being a Difference Maker

Academic Readiness and Program Alignment with Career Aspirations:

- Ability to successfully complete the chosen academic program.
- Clarity of career goals and alignment with chosen academic program.

Financial Need and Impact

- Financial necessity of scholarship.

The Scholarship Selection Committee may invite shortlisted candidates for an interview at their discretion. Decisions are final.

Important

- Please make sure you read and understand the [Terms and Conditions](#) prior to submitting your application.
- All application materials (the completed form and **all required documents**) must be submitted by the application deadline. Late applications or documents will not be accepted. **Applications are due on May 15 at 11:59 PM Pacific Time.**
- Successful applicants will be notified in June or July.
- Scholarship funds are disbursed at the beginning of the academic term, subject to verification of enrollment and documentation outlining tuition fees.

How to Apply

1. Review the **Eligibility Checklist**.
2. Prepare your documents:
 - a. 1–2-page résumé,
 - b. Two reference letters (at least 1 from an academic educator, references from family members are not allowed),
 - c. Transcripts for last 2 academic years (copies sufficient),
 - d. Completed Proof of Disability Form
3. Combine the above documents into one file, in the listed order.
4. Complete the **Application Form** and upload the combined file.
5. Review the **Submission Checklist**.
6. Read and agree to the **Applicant Declaration & Authorization**.
7. Submit your complete package by the deadline.

File format: PDF is preferred. Follow any size limits shown on the upload portal.

Character limits are enforced where indicated. Please keep responses concise and factual.





Eligibility Checklist

Before applying, confirm you **meet all** of the following requirements:

Person with a disability: I identify as a person with a disability, defined for the purposes of this program as a functional limitation— whether permanent or episodic in nature—that, when interacting with barriers, results in a restriction of full and equal participation.

No conflict of interest: I am not an employee, volunteer, or member of the Board of Directors of the Rick Hansen Foundation (“RHF Personnel”), nor the spouse or child of RHF Personnel.

Citizenship/Residency: I am a Canadian citizen or permanent resident of Canada.

Domestic tuition: I am eligible for domestic tuition at a publicly funded post-secondary institution in Canada.

Age: I will be under 30 years of age as of the application deadline.

Fulltime study: I am or plan to enroll in full-time study in the relevant academic year in a **1- to 4-year** post-secondary program.

Institution type: I will be enrolling in a **publicly funded Canadian post-secondary institution**.

Funding limit: I will not receive other education related financial awards exceeding **\$2,500 per academic year**, excluding student loans.

Scholarship history: I am not a previous recipient of this scholarship.

Benefit impacts: I understand that it is my responsibility to inform myself of the tax and benefits consequences of receiving the Scholarship.

If you do **not meet all** of the above criteria, you are **not eligible** for this scholarship at this time. Please consider other opportunities or future cycles when you may meet all requirements.

Frequently Asked Questions (FAQ)

1. Can I apply if I'm waiting to hear from other scholarships?

Yes. You can apply even if you have pending applications from other scholarships. If you are awarded the Rick & Amanda Hansen Scholarship **and** other awards, you may only accept up to **\$2,500 per year in additional scholarships or bursaries** alongside this Scholarship. Student loans are not included in this limit. If you are offered more than \$2,500 in other awards, you will need to decline either those extra awards or the Rick & Amanda Hansen Scholarship for Youth with Disabilities.

2. Does a university stipend (for graduate studies) count toward the \$2,500 limit?

No. A stipend or salary from your university (for example, as a teaching assistant or research assistant in a grad program) is **not** considered a scholarship for our purposes. You remain eligible for the Rick & Amanda Hansen Scholarship even if you receive a stipend, as long as you meet all other criteria.

3. I previously received a different award from the Rick Hansen Foundation. Am I still eligible for the scholarship?

Yes. Other awards or honors such as the *Rick Hansen Foundation School Program Difference Maker of the Year Awards* do **not** disqualify you. Only past recipients of the **Rick & Amanda Hansen Scholarship for Youth with Disabilities** itself are ineligible to receive this scholarship again.

4. Can I submit a medical report instead of the official Proof of Disability Form?

No. You must use the official **Proof of Disability Form** provided. It needs to be filled out and signed by an authorized healthcare professional (e.g., a doctor, nurse practitioner, psychologist, audiologist, etc.) who can certify your disability. Other documents (like a general evaluation report) cannot replace the official form. Please ensure to allow enough time to have this form completed.



5. What are the requirements for reference letters?

You need to submit **two reference letters**. **At least one** letter must be from an academic instructor (a teacher or professor from a school you attended). The second letter can be from another non-relative who knows you in a professional or community context (e.g., an employer, volunteer supervisor, or coach). Letters should ideally be on official letterhead, signed, and dated within the last six months. We will not accept references from family members. If a referee prefers, they can email their letter directly to us at scholarship@rickhansen.com. They should include the applicant’s full name in the email subject line. It is the applicant’s responsibility to ensure all reference letters are received by the application deadline – late letters will not be accepted.

6. What if I can’t get a required document (like a transcript or reference letter) by the deadline?

Unfortunately, all required documents must be submitted by the deadline. Incomplete or late applications including missing reference letters or transcripts will not be considered. We encourage you to start early and ensure you have everything ready before the deadline.

For any other questions or clarifications, please contact the Rick Hansen Foundation at scholarship@rickhansen.com or visit our scholarship webpage for more details.

Good luck with your application!





Scholarship Application Form - Preview Only

Applications are to be submitted through the online application portal, found on our website RickHansen.com/Scholarship. Below is a preview of the full application form showing what information and documentation you will need to provide on the online application portal, including personal information, academic and program details, financial information, short-answer questions, and sections to upload supporting documents.

Section 1: Applicant Form

A. Personal Information

Legal First Name*

Legal Last Name*

Legal Middle Name(s)

Preferred Name

Preferred Pronouns
(select one):

- She/Her
- He/Him
- They/Them
- Ze/Zir
- Prefer to self-describe:
- Prefer not to answer

Birthdate (YYYY-MM-DD)*



Mailing Address

Street*

City/Town*

Province/Territory*
(select one):

- Alberta
- British Columbia
- Manitoba
- New Brunswick
- Newfoundland and Labrador
- Nova Scotia
- Northwest Territories
- Nunavut
- Ontario
- Prince Edward Island
- Quebec
- Saskatchewan
- Yukon

Postal Code (A1A 1A1)*

Contact

Primary Phone Number*

Email Address*



B. Academic/Institution Details

Current Status*

- I am currently attending secondary school
- I am currently attending postsecondary school
- I am not currently attending school

What is the highest level of education you have completed?

- I am currently a high school student
- High school diploma
- Certificate
- Diploma
- Associate
- Bachelor's
- Master's
- Doctorate
- Other



Post-Secondary Program You Will Attend Next Academic Year

Name of Post-Secondary Institution*

Institution Address

Street*

City/Town*

Province/Territory*
(select one):

- Alberta
- British Columbia
- Manitoba
- New Brunswick
- Newfoundland and Labrador
- Nova Scotia
- Northwest Territories
- Nunavut
- Ontario
- Prince Edward Island
- Quebec
- Saskatchewan
- Yukon

Postal Code (A1A 1A1)*



Program Name*

Expected Program Start Date (YYYY-MM-DD)*

Expected Program Completion Date (YYYY-MM-DD)*

Program Duration*
(select one):

- 1 year 2 years 3 years 4 years

Year of Program You Will Enter Next Academic Year*
(select one):

- 1 2 3 4

Credential Earned Upon Completion* (select one):

- Certificate
 Diploma
 Associate
 Bachelor's
 Master's
 Doctorate
 Other
 Specify:



C. Financial Information & Tuition

Expected Annual Tuition Cost* (tuition only; exclude fees, housing, books, supplies):

\$

Have you applied for any other scholarship, award, bursary, grant, or loan?*

Yes No I do not know

Have you accepted any scholarship, award, bursary, grant, or loan?*

Yes No I do not know

If yes: **List source(s) and amount(s)** from highest to lowest (up to 5):

1. Source	<input type="text"/>	Amount \$	<input type="text"/>
2. Source	<input type="text"/>	Amount \$	<input type="text"/>
3. Source	<input type="text"/>	Amount \$	<input type="text"/>
4. Source	<input type="text"/>	Amount \$	<input type="text"/>
5. Source	<input type="text"/>	Amount \$	<input type="text"/>

Estimated Annual Budget:

Outline your anticipated income and expenses for the upcoming academic year.

Income:

- Scholarships/Bursaries (excluding this scholarship) Amount \$
- Student loans (if applicable) Amount \$
- Other Income (employment, family support, etc.) Amount \$

Expenses:

- Tuition Amount \$
- Mandatory Fees Amount \$
- Textbooks and Supplies Amount \$
- Living Expenses \$
- Other Expenses \$

Without this scholarship, are you/your family able to pay for post-secondary education without incurring debt?*

Yes No



D. Values, Career Goals & Program Alignment, and Need

(Provide brief examples for each of these. Max 500 characters per response.)

Describe your achievements demonstrating each of Rick and Amanda Hansen's three values. Provide clear, concrete examples of your work, leadership, and impact. Keep responses succinct.

- a. Perseverance.** Provide specific examples of overcoming obstacles, your persistence in achieving your goals, or continuous effort despite difficulties. *(Maximum 500 characters)*
- b. Inclusivity.** Tell us about instances where you have promoted understanding, worked to break down barriers for yourself or others, or created an inclusive environment. *(Maximum 500 characters)*
- c. Being a Difference Maker.** Provide specific examples of a time you took initiative, volunteered, or started projects where you have personally contributed to creating positive change. *(Maximum 500 characters)*

Program Alignment

- d. Explain how your chosen program aligns with your strengths, skills, and academic achievements.** *(Maximum 750 characters)*
 - **Tip:** Reference specific courses, projects, leadership roles, and volunteer activities that demonstrate readiness for this field.
- e. Describe how your selected program will support you in achieving your career goals.** *(Maximum 500 characters)*
 - **Tip:** Refer to relevant courses, training, placements, co-op/work-integrated learning, labs, or mentorship.
- f. What is your career goal (job title/profession)?** (short answer)
- g. What is the NOC code for your desired career goal (job title/profession)?**
(number - 5 digits]

Financial Need and Impact

Describe how this scholarship will help you overcome financial barriers to pursuing and completing postsecondary education. (Maximum 750 characters)

- You may include tuition, books, technology, transportation, housing, and other education related expenses. Focus on factual information related to financial need.

Section 2 – Document Upload (Upload)

Upload one combined file that includes, in the following order:

- 1–2-page résumé (no photos permitted),
- Two reference letters (at least 1 from an academic educator, references from family members are not allowed)
- Transcripts for last 2 academic years (copies sufficient)
- Completed Proof of Disability Form

[FILE UPLOAD]





Section 3 – Reference Details

Complete these details for the two references that provided your reference letters.

a. Reference #1 Information

Full Name*

Position/Title*

Organization*

Organization Mailing Address*
(Street, City/Town, Postal Code)

Primary Phone Number*

Email Address*

Number of Years Known
the Applicant*

b. Reference #2 Information

Full Name*

Position/Title*

Organization*

Organization Mailing Address*
(Street, City/Town, Postal Code)

Primary Phone Number*

Email Address*

Number of Years Known
the Applicant*



Section 4 – Additional Questions

Barriers to Post-Secondary Education (Select all that apply)

- Financial barriers
- Physical access barriers
- Transportation barriers
- Attitudinal barriers
- Barriers to accessing accommodations
- Other barriers – please describe:

How did you hear about this scholarship? *

- School
- School district or board
- Word-of-mouth
- Search engine
- ScholarshipsCanada
- Social media
- Other – please specify:

Submission Checklist

Before submitting, confirm that your package includes:

- Completed **Eligibility Checklist**
- Completed **Application Form** (Sections 1–6)
- Résumé** (1–2 pages, no photographs)
- Two Reference Letters** (at least one from an academic educator)
- Two Transcripts** (most recent two years; copies accepted)
- Proof of Disability Form** (completed by an authorized medical practitioner)



Applicant Declaration & Authorization

By submitting this application, I:

- **Certify** that the information provided is accurate and complete to the best of my knowledge;
- **Acknowledge** that falsified, misleading, or incomplete information may result in disqualification or withdrawal of an award;
- **Authorize** the Rick Hansen Foundation to verify information provided in this application with relevant organizations, including educational institutions and funding agencies; and
- **Agree** to the scholarship Terms and Conditions.

I agree to the Applicant Declaration & Authorization.

Full Name (electronic signature):

Date (YYYYMMDD):

Optional: Demographic Information

RHF collects self-reported demographic data to help ensure our programs meet the diverse needs of the disability communities we serve. **Responding is optional** and will **not** affect eligibility or selection. Data will be protected in accordance with RHF's privacy and information security policies.

Do you identify as Indigenous (First Nations, Métis, Inuit)?

Yes No Prefer not to answer

Do you identify as female or nonbinary?

Yes No Prefer not to answer

Do you identify as 2SLGBTQ+ and/or sexually diverse?

Yes No Prefer not to answer

Do you identify as Racialized (including Black people and People of Colour)?

Yes No Prefer not to answer

Consent (Optional)

To help demonstrate the impact of these scholarships, RHF may share information about recipients. Your choices below are **optional** and will **not** affect your eligibility or award decision.

- I consent to receive updates from the Rick Hansen Foundation School Program.
- If awarded a scholarship, I consent to RHF sharing my **photo and biography** on public channels (e.g., website, newsletter, annual report).
- If awarded a scholarship, I consent to RHF sharing my **photo and biography** with the funder(s) who made this scholarship possible.
- I consent to be contacted for feedback and/or program evaluation.

Next Steps

- Save a copy of your completed application and all uploaded documents.
- Submit your application by the deadline listed on the scholarship website/portal.
- You will receive a confirmation email when your application is successfully submitted.



**Good luck with your
application!**





Rick Hansen Foundation

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1-800-213-2131 | @RickHansenFdn

Charitable Registration Number: 10765 9427 RR 0001



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