

Geraldton Composite High School



Scholarships, Bursaries and Awards Information Booklet

INCOMPLETE APPLICATIONS WILL DELAY PROCESSING

AND MAY NOT BE CONSIDERED

**Return completed forms to Student Services no
later than**

3:30 pm on March 8, 2018.

LATE APPLICATIONS WILL NOT BE ACCEPTED.

Date Received: _____ Signature: _____

*Revised by: S. Humphreys
Revised – Feb. 6 2018*

POSTED: FEB . 8 2018

NOTE: Some awards may not be available, pending decisions by donors. In addition, the criteria may change for existing awards and some new awards may also become available. Should any of the conditions change an announcement will be made and revised information will be forwarded to potential graduates.

Personal information contained on this form is collected pursuant to the Freedom of Information and Privacy legislation and will be used to prepare the Scholarship, Bursary and Awards program. Questions regarding the collection should be directed to Sanna Humphreys, Student Services at Geraldton Composite High School at 854-0130 ext. 226.

APPLICANT CHECKLIST: Use to ensure you have completed all parts of the application.

OBTAIN A HARD COPY OF THE APPLICATION BOOKLET FROM STUDENT SERVICES or Print off a copy of pages 2 to 13 of this booklet from the school website. You will need these to help you apply for local scholarships, bursaries and awards.

Pages	Items	Instructions
2	Applicant checklist	Check off the items as you complete them.
3 to 6	List of scholarships, bursaries and awards available for application	READ CAREFULLY. <u>Apply ONLY to those for which you meet the criteria.</u> Others will not be considered. Other applicants will not be considered <u>unless the description states that.</u> Pick up special applications from Student Services and complete for any awards (#8,12,28,42) that indicate there is one to be completed.
7 to 9	Sections A to F Student Information and Release of Information Form (Print 1)	Complete all requested information. Financial information is required for the Ludwika Coljak award, otherwise it is optional to complete. Sign and date it. Submit one copy.
10	Award Check List(Print 1 copy).	Check off the awards for which you are applying. Sign and date. Submit as the first page with your application package.
11	Application cover (Print multiple copies – one for each award.	Print off a copy for <u>each</u> award you are applying. Complete the information. Attach it to the front of the cover letter for <u>each</u> award that you are applying.
12	Sample Application Letter (Each award must have its own unique letter. # of letters depend on awards)	Create your own personal letter tailored for <u>each</u> award that you are applying. Sign it. Once all parts are completed submit to student services by the due date indicated. DO NOT WAIT UNTIL THE LAST MINUTE TO COMPLETE THE APPLICATION PACKAGE. Early application packages are welcome.
13	Did you remember to...	A checklist to review you have followed all the instructions.

The following are general working definitions: **Scholarships** are determined primarily by marks or special distinction achieved by the student.

Bursaries are determined primarily by financial need, family circumstances or community involvement of the student.

Awards are determined primarily by criteria established by the donor of the award. These criteria may include academic achievement, financial need, community involvement, special circumstances or any combination of these.

Where applicable, preference may be given to students who are children of employees or members of companies or organizations. Be sure to make note of any such affiliation on your information forms.

Please note that the scholarships, bursaries and awards listed in this booklet are subject to change from year to year. Some of them may not be available every year. Only those students who are graduating from high school this year are eligible to apply this year.

Selection of recipients will be made in April and May. Presentations will be done at the GCHS Commencement ceremony in early June.

Note: A transcript of your marks will be attached to each of your application forms requiring one before they are forwarded to the donors.

If you have any questions, please do not hesitate to contact Student Services.

Deadline for all applications: **** 3:30 pm on Thursday, March 8, 2018 to student services. ****

LATE APPLICATIONS WILL NOT BE ACCEPTED.

The following is a list of Scholarships/Bursaries that are available for application through the Student Services office. **This does not imply that they will be available every year or that the conditions will remain the same. This is a general guideline of what is available. Highlighted boxes indicate transcript will be printed and attached once all applications have been submitted.**

#	Name of Award	Contact Person	Conditions of Award
1	Arrive in '85 (must meet criteria to apply)	GCHS Scholarship Committee	Awarded to a financially needy student going on to post-secondary. Selection criteria shall include leadership abilities and is not necessarily based on academic achievement. Selection by Student's Council
2	Atlantic Power Corporation Bursary (must meet criteria to apply)	Ryan Forget	Awarded to a student who demonstrated proficiency in Gr. 12 mathematics at the college or university level. Also physics and chemistry at the Gr. 11 university preparation level or gr. 12 college or university preparation level. In a year where a student is not proceeding to study Power Engineering, a recipient may be chosen from those pursuing Mechanical engineering with a focus on controls or Business Administration. All three disciplines will be at a college level. Selection by Donor. Official transcript will be attached once submitted.
3	Beaulieu Bus Lines (must meet criteria to apply)	Renald Beaulieu	Student with good attitude toward the school in general (leadership) and post-secondary education. Selection by Scholarship Committee.
4	Caisse Populaire de Hearst Limitee (accepts all applications)	Sylvie Payeur	Student must pursue education in Business Administration or Accounting. All applications will be considered if no applicant meets the criteria. Selection by committee.
5	Caramat Community Club Scholarship (accepts all applications if more than 40 volunteer hours)	Scholarship Committee	One male and one female student preferably from Caramat and continuing on to post-secondary education. Must show initiative in volunteering and have more than 40 Community hours. Bursary must be applied for. Selection by Donor.
6	Caramat Scholarship (must meet criteria to apply)	Scholarship Committee	Student must reside in Caramat or have graduated from Caramat District and is continuing on to post-secondary education. Selection by committee.
7	Nick & Heidi Cloutier (accepts all applications)	Heidi Cloutier	Academic standing, financial need and a respectful student. Selection by donor.
8	Esnagami Memorial Bursary (must meet criteria to apply)	Mark Wright, C.A.O.	Open to Geraldton, Longlac and Nakina students who will be pursuing a study related to forestry. Special application form required; see Student Services. Selection by donor. Official transcript will be attached once submitted.
9	Fawcett Funeral Home (must meet criteria and apply)	Normand and Anne- Marie Gelineault	Student determined to go to university or college and must submit an application. Financial need. Only applicants who meet the criteria will be considered. Selection by donor.
10	Gay Muree Ladies Wear (must meet criteria to apply)	Lori Belzile	Continuing on to post-secondary education. Only applicants who meet the criteria will be considered. Selection by donor.
11	GCHS Teaching Staff Award (accepts all applications)	GCHS Scholarship Committee	Student does not need to continue their education. Selection by Scholarship Committee. Working copy of transcript required.
12	Geraldton District Hospital - Auxiliary (must meet criteria to apply)	Myrna Letourneau	The recipient is pursuing Health related educational courses – Nursing, Laboratory, Radiology, etc. confirmation of acceptance into college or university program is required. Special criteria required; see Student Services. Official Transcript will be attached once submitted. Selection by donor.
13	Geraldton District Hospital - Board of Directors (must meet criteria to apply)	Lucy Bonanno	The recipient is pursuing Health related educational courses – Nursing, Laboratory, Radiology, etc. confirmation of acceptance into college or university program is required. Only applicants who meet the criteria will be considered. Official Transcript will be attached once submitted. Selection by donor.
14	Geraldton Horticultural Society (must meet criteria to apply)	Laura Sakamoto	Continuing on to post-secondary education in the field of biology, forestry, or botany. Only applicants who meet the criteria will be considered. Selection by Scholarship Committee.
15	Greenstone Martial Arts Midori Ishi Kai (accepts all applications)	Lynnea Zuefle	To a student who partakes in karate. If no one qualifies, then issued to a deserving student continuing to post-secondary education. Selection by donor.
16	Geraldton Rexall Drug Store (must meet criteria to apply)	Christina Thibodeau	Bursary – financial. Continuing on to post-secondary education in health care field. Selection by donor.

#	Name of Award	Contact Person	Conditions of Award
17	Greenstone Gold Mines (must meet criteria to apply)	Executive Members	Student pursuing post-secondary education in the mining industries, environmental sciences or business administration. Selection by Scholarship Committee in consultation with donor.
18	R & G Hopkin (must meet criteria to apply)	G. Hopkin	Preferably Longlac Student. Not based on marks, but good attitude towards school and colleagues. Financial need. Selection by donor.
19	John Howard Society Bursary (must meet criteria and apply)	Erica Cormier Diversion Coordinator	The applicant will be considered for the bursary based on the following criteria: a) Must have participated in services from John Howard Society b) Has overcome personal barriers c) Must be continuing onto post-secondary education d) Must submit a letter of application Selection by donor.
20	E. J. Lavoie Goodwill Award (must meet criteria to apply)	Edgar Lavoie	To a student who has shown an extraordinary talent for promoting goodwill among students, and among teachers and students. Selection by donor.
21	Longlac Scholarship (must meet criteria to apply)	GCHS Scholarship Committee	Longlac student pursuing studies at university . Must have resided in Longlac for 4(four) or more high school years. -Overall average of 75% in 6(six) OAC (University) level courses -Spread over 3(three) university years with 2(two) installments per year. One on October 1 st and the other on January 15 th , after proof of registration and proof of satisfactory performance have been received from the Registrar. Working copy of Transcript will be attached once submitted. Selection by Scholarship Committee
22	Longlac Valu Mart (accepts all applications but must be going to a post-secondary institution)	Martin Boucher	Payment after proof of tuition. Selection by donor.
23	Maclver's Auto Service Inc. (must meet criteria to apply)	Mr. & Mrs. Stewart Maclver	Furthering education in the field of automotive mechanic. Selection by donor.
24	Marino Hardware and Electric Ltd.(must meet criteria)	GCHS Scholarship Committee	Technical student. Not necessary to go on to post-secondary education. Selection by Scholarship Committee
25	Municipality of Greenstone (must meet criteria to apply)	Mr. Mark Wright, C.A.O	Write an essay of 500-1000 words on "How would you and how did you improve your community". Evaluation based on originality of ideas/creativity and realistic goals. Spelling, grammar or punctuation will not be evaluated. Applicant must be a resident of the Municipality of Greenstone, graduate from grade 12 from either GCHS or ESCJ in 2017, must apply to post-secondary education. Deferral of receipt of the award up to 14 months following graduation. April 28 2017 is the deadline for applying. Selection by appointed donor committee. Special Application form that needs to be completed, please see Student Services.
26	Nakina Scholarship (must meet criteria to apply)	GCHS Scholarship Committee	To a son or daughter of a ratepayer of the Nakina Public School Board who has graduated from Nakina Public School and who is continuing post-secondary education. Selection by Scholarship Committee.
27	O.S.S.T.F. Education Support Staff (accepts all applications but priority given to members)	S. Cassie Educational Support Staff – OSSTF Geraldton & Area Branch	First to son/daughter of an Educational Support Staff member (Attendance Counsellor, Computer Tech., Educational Assistants, Librarian Tech., Payroll Clerk, Secretary). Close relatives may apply. If no relative then open to anyone. There is a Special Application form that needs to be completed, please see Student Services. Official Transcript will be attached once submitted. Selection by donor.
28	Ontario Secondary School Teachers' Federation – Geraldton Division T.P.A. (must meet criteria to apply)	Stephen Wilson OSSTF 6B - Geraldton Division	Son or Daughter of an OSSTF member progressing to college or university. Only applicants meeting the criteria will be considered. Selection by donor.
29	RBC Royal Bank (accepts all applications)	Krista Assad	Continuing on to post-secondary education preferably Business. Selection by Scholarship Committee.
30	Royal Canadian Legion - Robert Frost Branch #133 (must meet criteria to apply)	Anita Timmermans	For the son, daughter, or grandchild of a Veteran, Associate Member or an Affiliate Member living in Geraldton continuing on to post-secondary education. Only applicants meeting the criteria will be considered. Selection by donor.

#	Name of Award	Contact Person	Conditions of Award
31	Royal Canadian Legion W.A. (Bill) Grant Branch #116 Bursary (must meet criteria to apply)	Cathy Mehring	Student must be a relative of a veteran and provide veterans name. Based on need, must be graduating from a Greenstone Secondary School and must be a resident of Nakina. The bursary may be awarded at any stage of Post-secondary education. Application must be submitted no later than April 1 st of graduating year and will only be paid when we receive proof that the student has successfully completed the first semester of Post-Secondary Education. Only applicants meeting the criteria will be considered. Official Transcript will be attached once submitted. Selection by donor.
32	Royal Canadian Legion - W.A. (Bill) Grant #116 Scholarship (must meet criteria to apply)	Cathy Mehring	Student must reside in Nakina. Continuing on to post-secondary education. Preference will be given to sons or daughters (grandsons/granddaughters) of members of branch. Applications must be submitted no later than the first of April of graduating year. Awarded, after the student has provided us with proof of successfully completing the first term. Only applicants meeting the criteria will be considered. Official Transcript will be attached once submitted. . Selection by donor.
33	T & R Daines Inc/ Daneff Food Market (accepts all applications)	Teresa and Rick Daines	First choice: to an employee to Daneff's Food Market. Second choice: in recognition of achievement. Selection by donor.
34	St. Theresa's Parish Catholic Women's League (must meet criteria to apply)	Genevieve Sexton	Female catholic student exemplifying Christian values. Practicing values and involved in the community. Must be continuing on to post-secondary education. Selection by donor
35	Stephen Peet Memorial Scholarship (must meet criteria to apply)	GCHS Scholarship Committee	Candidate must have 75% or better average. Must have represented the school in sports, shown leadership and resistance to peer pressure, must illustrate determination and ability to achieve personal goals and must be going to university. Selection made in consultation with Physical Education and Mathematics Departments. Working copy of transcript will be attached once submitted.
36	Superior Greenstone Association for Community Living (must meet criteria to apply)	Sharon Groeneveld	Awarded to graduate entering a field working with people who have a developmental disability. This will encompass medical field, social services and related therapies. The bursary will be granted on proof of student continuing into the second semester. Selection by donor.
37	Superior-Greenstone District School Board (accepts all applications)	GCHS Scholarship Committee	Continuing on to post-secondary education. Selection by Scholarship Committee.
38	Superior Sight & Sound (must meet criteria to apply)	GCHS Scholarship Committee	Continuing to college and financial need, preferably computer or electronic field. Selection by donor.
39	Sylvie's Kitchen (accepts all applications)	Sylvie Koger	Selection by donor.
40	TD Bank (accepts all applications)	Kathryn Legault, Manager	In recognition of achievement. Selection by donor.
41	Thunderbird Friendship Centre (accepts all applications)	Karen Stephenson	Indigenous post-secondary scholarship. Graduates who do not meet the criteria will be considered. Special application form required; see Student Services. Selection by donor.
42	Judy Vitols Memorial Award (must meet criteria to apply)	Mr. A. McFarlane	The candidate is a person who takes the time to listen, who is an independent thinker, who can make decisions based on kindness and consideration of others, who knows the importance of family and of a smile and a friendly face; a person who can set their problems aside to help someone in need. Selection by donor.
43	Treena L. Wlasy Memorial Scholarship (must meet criteria to apply)	GCHS Scholarship Committee	Grade 12 graduate. Average of at least 66% in Grade 11 and 12 English and Math. Must have participated in school activities, demonstrated self-discipline or courage, interest in fellow students and have a good sense of humour. Should be registered for post-secondary education no later than the second September after graduation. Working copy of Transcript required. Selection by Scholarship Committee.
			5

44	TGM Millwork Bursary (Woodworking Bursary) (must meet criteria to apply)	Michel Leclair	Student continuing on to post-secondary education. Selection by donor.
45	Michael Zuefle Memorial Bursary (must meet criteria to apply)	Andrew Carr	Financial need. Continuing to post-secondary education. Selection by donor.

** You do not need to apply for the following. Awarded based on certain criteria and selection will be made by Principal in consultation with Scholarship Chairperson.

Name of Award	Conditions of Award
Ludwika Coljak (must meet criteria to qualify)	To a student who demonstrates academic ability and has been accepted into a post-secondary education institution in Canada and has financial needed. The financial page of student information booklet must be completed. Selection by Principal in consultation with Scholarship Chairperson.

You must apply directly to Superior Greenstone District School Board to be considered for the following scholarship when you apply for medical school.

Name of Award	Conditions of Award
Dr. R. Laine Scholarship (must meet criteria to qualify)	Student entering a Canadian Medical School. Application made directly through the Board.

STUDENT INFORMATION AND RELEASE OF INFORMATION FORM

TO BE COMPLETED BY ALL APPLICANTS

(TYPE OR PRINT INFORMATION USING INK)

Section A: Personal Information

Please print all information

LAST NAME	FIRST NAME	MIDDLE INITIAL
STREET ADDRESS & BOX #	TOWN	POSTAL CODE
TELEPHONE NUMBER	DATE OF BIRTH (M/D/Y)	(M) _____ (F) _____ GENDER
FIRST LANGUAGE: <input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Other _____		

Section B: Educational History

Elementary school attended: _____

Section C: Post-Secondary Intentions

- 1) I will be attending university beginning apprenticeship
 attending college entering workforce
 other _____

Applications have been submitted to:

Name of Institution	Program	Program starts (what month/year)	Certificate, Diploma or Degree Expected

Section D: Personal Background

Year	School Activity	Year	School Activity
Year	Community Service/Volunteer Activities / Part-time Job	Year	Community Service/Volunteer Activities / Part-time Job
Year	Competitions/Conferences	Year	Competitions/Conferences
Year	Achievements/Honours	Year	Achievements/Honours

Section E: Clubs/Unions/Organizations

List all clubs, unions or organizations that you or your parents / guardians belong to:

Father/Guardian			
Mother/Guardian			
Yourself			

I hereby certify the above information is correct and can be verified on request. I give Geraldton Composite High School Student Services permission to release a copy of my transcript as required by certain organizations.

Signature of Applicant _____

Date: _____

Section F: Financial Statement

Financial information is gathered solely to help determine the recipients of awards and bursaries that stipulate financial need as one of the selection criteria. Only Student Services personnel have access to this information; specific details will not be shared with the other members of the GCHS Scholarship Committee, or with donor individuals or organizations.

Provision of this information is optional, but you need to know that if it is not provided, you may be excluded from consideration for certain awards.

To be completed by you and your parent/guardian.

FINANCIAL RESOURCES	
Student contribution (including summer earnings)	\$
Family contribution	\$
Other contribution (specify)	\$
TOTAL	\$
Are you applying for OSAP? YES _____ NO _____	
ESTIMATED EXPENSES (FOR ONE YEAR)	
Tuition & Fees	\$
Books	\$
Residence	\$
Transportation	\$
Other (Specify) -	\$
TOTAL	\$
FAMILY INFORMATION	Net Income
Father's/Guardian's income	\$
Employer (specify) -	
Mother's/Guardian's income	\$
Employer (specify) -	
Student Employer (specify)	
TOTAL	\$

Number of dependents in family _____

Number attending post-secondary education (excluding you) _____

If there are any special circumstances that limit the support provided by your family or if you have unusual expenses please provide details: (Attach a separate sheet if necessary.)

Personal information contained on this form is collected pursuant to the Freedom of Information and Privacy legislation and will be used to prepare the Scholarship, Bursary and Awards program. Questions regarding the collection should be directed to Sanna Humphreys, Student Services Geraldton Composite High School at 854-0130 ext. 226.

AWARD CHECK LIST

A number of awards are determined by the donors and not by the Scholarship Committee. The scholarships, bursaries and awards listed in the booklet (on line), including their availability are subject to change from year to year. The recipients should make sure that they understand the conditions for each individual application. If there are any questions, please do not hesitate to contact the school.

Please put a check (✓) mark beside the awards to which you are attaching an application form. Highlighted boxes indicate special applications need to be completed. (available in student services). * indicates a transcript will be attached w- indicates working copy of transcript

1	Arrive in '85 Bursary	17	Greenstone Gold Mines	33	T & R Daines Inc./Daneff Food Market
2*	Atlantic Power Corporation Bursary	18	R. & G. Hopkin	34	St. Theresa's Parish Catholic Women's League
3	Beaulieu Bus Lines Ltd.	19	John Howard Society	35	Stephen Peet Memorial Scholarship
4	Caisse Populaire de Hearst Limitee	20	E. J. Lavoie Goodwill Award	36	Superior Greenstone Association for Community Living
5	Caramat Community Club	21	Longlac Scholarship	37	SGDSB – Greenstone Scholarship Fund
6	Caramat Scholarship	22	Longlac Valumart	38	Superior Sight & Sound
7	Nick and Heidi Cloutier	23	MacIver's Auto Service Inc.	39	Sylvie's Kitchen
8*	Esnagami Memorial Bursary	24	Marino Hardware	40	TD Bank
9	Fawcett Funeral Home	25	Municipality of Greenstone	41	Thunderbird Friendship Centre
10	Gay Muree Ladies Wear	26	Nakina Scholarship	42	Judy Vitols Memorial Award
11	GCHS – Teaching Staff	27*	OSSTF Educational Support Staff	43	Treena L. Wlasy Memorial Scholarship
12	Geraldton District Hospital - Auxiliary	28	Ontario Secondary School Teachers' Federation	44	TGM Millwork Bursary
13	Geraldton District Hospital - Board of Directors	29	RBC Royal Bank	45	Michael Zuefle Memorial Bursary
14	Geraldton Horticultural Society	30	Royal Canadian Legion - Robert Frost Branch #133		Ludwika Coljak (financial page)
15	Greenstone Martial Arts Midori Ishi Kai	31*	Royal Canadian Legion - W. A. (Bill) Grant Branch bursary-#116		
16	Geraldton Rexall Drug Store	32*	Royal Canadian Legion - W. A. (Bill) Grant Branch - scholarship #116		

By signing this form you have indicated that the awards checked off are the only ones you are submitting for consideration.

Name (Print) _____

Date: _____

Signature: _____

Geraldton Composite High School

Application Cover



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Number and Name of Scholarship, Bursary, Award

Applicant Information (print)

Name:	
Street Address:	
Box Number:	
Town:	
Postal code:	
Phone Number:	
Email address:	

College	Program	University	Program

CONFIRMED COLLEGE PROGRAM	CONFIRMED UNIVERSITY PROGRAM

- Waiting for acceptance
- Other plans after high school (Specify) _____

Please complete one application cover for every scholarship, bursary or award that you are applying to and attach it to the front of each letter.

Sample Cover Letter

Box 000

Town, ON
Postal Code

Date

Dear (**Insert Contact name**):

Please accept this as my application for the [**Insert Name of Scholarship**] to help cover the cost of furthering my post-secondary education. [**If possible, state some connection you may have had with the organization offering the award.**] Explain why you need financial assistance. [**Everyone needs money, why is your need special?**]

I will have successfully completed Grade 12 by June of this year.

[List any achievements, awards or activities you have been involved with in high school. Some areas that may apply to you include:

- school awards (achievement, excellence, contests, etc.)*
- athletics (all co-curricular sports and awards or honours, athletic council)*
- activities (students' council, Knightline, yearbook, Freshman day)*
- volunteer work (any involvement outside of school, how many hours & what you did)*
- hobbies (list your interests eg. skiing, swimming, reading, photography)*
- Emphasize how any of these apply or are relevant to the award that you are applying for.*

I am applying to [**name of university, college or training school**] where I will be studying in the [**name of program**]. My goal in life is [*give a brief statement of your goal(s)*].

Thank you for considering my application for the [*Name of Scholarship*]. If you need any further information, you can contact me at [*give a phone number and time when you can be contacted*].

Sincerely,

Sign your letter with your signature

[Type your First & Last Name]

Note: DO NOT simply copy this or any other letter directly. Make it your own, so that it stands out from the others and discusses why you qualify for the award.

Did you remember to ...

- 1. complete and print off one copy of the Student information portion? The financial information page is required if you want to be considered for the Ludwika Coljak award otherwise it is optional.
- 2. pick up any special application forms from student services and complete them?
- 3. complete and **print off enough copies** of the Application cover for each award you are applying to?
- 4. write **unique** letters for each award emphasizing how you are the best candidate?
- 5. staple the correct application cover to the correct letter?
- 6. submit the application letters in numerical order from the lowest number to the highest number?
- 7. staple the student information portion together?
- 8. sign your letter and any of the other forms?
- 9. ensure your letter is directed to the correct person and does it match the name of the award?
- 10. complete and print off the Award checklist?
- 11. **collate** the package in the following order:
 - 1) Award checklist*
 - 2) Student information pages stapled together*
 - 3) Application cover stapled to each letter in order from lowest number to highest number*
- 12. submit all of the application package to Mrs. Humphreys in student services by **3:30 on March 8 2018** for transcripts to be attached and to be mailed out. Late applications will not be accepted. If your package is ready early submit it early but it will not be mailed until after the deadline, along with everyone else's who submits applications.
- 13. ask Mrs. Humphreys if you have any questions?
- 14. leave enough time to complete all parts of the application package? Do not leave it for the week of the due date because you will run out of time.

Late applications will not be accepted.