

Timeline for Donors

October – Donor Renewal Contracts are mailed out

December - Trust contracts must be reviewed and returned to the COBSS office by December 1. Annual contract must be paid and returned to the COBSS office by December 1. Counsellors present COBSS application information sessions to students/parents at individual high schools. Dates determined by individual school.

Mid December -Applications are opened for students in the 10 high schools in SD23. At this time, the list of awards will be published for students to make a choice from.

January– Mid month (exact date set by counselors) applications must be returned, giving time for counselors to add transcripts, review applications for accuracy and rank students.

March – COBSS receives applications and compiles and prioritizes applications as to number of applicants, awards not applied for, etc. Donors may need to be contacted at this point.

April – Allocation takes place over two weeks, the first 2-3 days being reserved for individual donors to choose their recipient from the applications of those students who have applied for their award. After which time the community COBSS members review all applications and select award winners from General to School Specific Awards.

May/June - Donors receive information about the recipient of their award and the choice to present their award at graduation ceremonies. Counselors receive list of all award winners. Winners applications are filed with each award.

August/September – Students send their scholarship information to the post-secondary institution which they have been accepted to. The institution then contacts COBSS and money is sent from COBSS directly to the institution.