



**RHAND Credit Union Co-operative Society Limited**  
**RHAND 2011 Secondary Entrance Assessment Scholarships**  
Rules / Instructions  
**(Please read before completing Application Form)**

RHAND Credit Union invites applications for Fifteen (15) scholarships for children of RHAND members based on the results of the Secondary Entrance Assessment Examination 2011 as follows:-

- Ten (10) scholarships based on Merit for children who excel in the SEA Examination.
- Five (5) scholarships based on Need and Merit for children who qualify under Need and who additionally performed satisfactorily in the SEA Examination.

**All Scholarships are valued at \$700.00 annually and are payable for a period not exceeding five (5) years.**

**A) Eligibility of Applicant**

- i. Applicants **MUST** be members of RHAND Credit Union in good standing, that is, must be neither delinquent nor inactive.

**“Delinquent member” means a member who is in default in the repayment of a loan or the payment of an installment in respect of a loan.**

**“Inactive member” means a member who has not purchased the equivalent of a minimum of twelve (12) shares during the preceding twelve-month (12) period.**

- ii. The applicant must be the natural mother or natural father, or the adopted mother or adopted father or the legal guardian of the child. Proof of relationship to the child must be submitted with the application as for example Birth Certificate with affidavit if necessary, or court order in case of adoption or guardianship.

**B) Applications for Need and Merit**

- i. Applicants who wish to be considered for an Award on the basis of Need and Merit **MUST** complete Section (6) of the Application Form and must state the circumstances which support the “**Need**” criterion.
- ii. Applicants under this category will be interviewed by a Special Committee which will determine if the “**Need**” requirement has been established. The findings of the Committee shall be final.

**C) Confidentiality of Information**

- i. All information given in the applications and in interviews will be held in **STRICTEST CONFIDENCE.**

**D) Rules Governing Annual Disbursements**

**The Annual Scholarship Payment shall be subject to the following criteria:**

- i. The applicant must continue to be in good standing during the tenure of the award. **Failure of a member to meet this requirement would jeopardize payment under the scholarship.**
- ii. The child's academic performance and conduct during the academic year must be satisfactory.
- iii. The child must be attending a school located in Trinidad and Tobago.
- iv. In case of the death of an applicant, the person responsible for the child must produce evidence of legal guardianship of the child, to enable payments to continue.
- v. The award ceases to be paid once the child reaches Form 5.

**E) Completion of Application Form**

- i. All questions on the application form **MUST** be answered. Where a question is not applicable, indicate this by **"N/A"**.
- ii. An application form that is not signed by the member in Section 7, entitled ***Certification will not*** qualify for consideration.
- iii. **Copy of the Student Performance Report of Child to be submitted to the Credit Union on receipt of results (Only received when the official results are released).**
- iv. **All supporting documents MUST** be attached to the application form before it is submitted e.g. copy of Secondary Entrance Assessment Slip, Birth Certificate, Order of Court, etc. Where, however the **SEA Slip** is unavailable, the applicant is required to ensure that the correct SEA number is provided on the application form.

**IMPORTANT NOTICE:**

All information supplied must be true and correct. If any of the information provided is proven, prior to the finalization of the awards, to be false and incorrect, the application is likely to be disqualified.

If proof of such incorrectness and falsehood is discovered after the granting of the Award, the Award may be subject to withdrawal.

**F) Submission of Applications**

- i. Applications must be submitted in sealed envelopes clearly marked:

<p><b>The General Manager</b> RHAND 2011 Secondary Entrance Assessment Awards RHAND Credit Union 57-61 Abercromby Street <b><u>PORT OF SPAIN</u></b></p>
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- ii. Envelopes must be deposited in the box provided at the Head Office, Port of Spain or at the Arima Branch Office or the Tobago Branch Office.

**Deadline for Submission of Application Forms**

**Date: Friday July 1, 2011**

**Time: 3:00 p.m.**

**LATE APPLICATIONS WILL NOT BE ACCEPTED.**



## RHAND Credit Union Co-operative Society Limited

Head Office: 57-61 Abercromby Street, Port of Spain Tel. 623-5920, 623-2041, 627-4263

Branch Office: Bacolet Street, Scarborough, Tobago Tel. 635-0127

Branch Office: 5i Woodford Street, Arima. Tel. 664-1181, 667-3742

### Secondary Entrance Assessment (SEA) Award Application Form 2011

**Please review Rules / Instructions before completing application form**

*(Please use BLOCK LETTERS or TYPE)*

<b>1</b>	<b>Member</b>			
	Account Number			
	Member's Name			
	Member's Relation to Child <i>(Please indicate appropriately)</i> :			
	Birth Parent	Adopted Parent	Legal Guardian	
	Home Address			
	<b>Telephone Contact</b>			
	Home #	Mobile #	Business #	
	Identification Number <i>(Please state one)</i> :			
	Passport	Driver's Permit	ID Card	
<b>2</b>	<b>Employment Information</b>			
	Name of Employer			
	Address of Employer			
<b>3</b>	<b>Child</b>			
	Name			
	Address			
	Primary School			
	Date of Birth	Secondary Entrance Assessment Number <b>(This information must be submitted along with application)</b>		
<b>4</b>	<b>Documentation</b>			
	Requested documents must be attached to the application <b>(N.B. Please indicate documents enclosed)</b>			
	Copy of Birth Certificate			
	Copy of Birth Certificate and Affidavit (where necessary)			
	Copy of Birth Certificate and Adoption Order (if applicable)			
	Proof of legal Guardianship			
	<b>Student Performance Report (Official Results)</b>			
<b>5</b>	<b>Category of Award</b>			
	<b>Please tick one category <u>ONLY</u></b>			
	Merit	<input type="checkbox"/>		
	Need and Merit	<input type="checkbox"/>		

6	<b>Need and Merit Application Only (see rules B i &amp; B ii)</b>
	Kindly provide the following information (additional information may be attached):
	Monthly Income .....
	State briefly the circumstances under which an award based on Need and Merit should be considered:
7	<b>Certification :</b>
	<p>I hereby certify that the information contained in this Application Form is true and correct.  I understand that if any information given in this application is found to be false or incorrect, this may disqualify my child from being considered for the granting of an Award.  Further, if any information is found to be false or incorrect after the granting of Award, the Award is liable to be withdrawn.  I agree to comply with the rules for the RHAND SEA scholarship Awards:</p> <p>Member's Signature: _____ Date : _____</p>
Deadline for submission of applications : <b>3:00 p.m. on July 1<sup>st</sup>, 2011</b>	

All RHAND SEA students are Invited to attend the  
**RHAND Orientation Seminar for Secondary School**

from 8:30 am – 3:00 pm

**Tobago**

Monday 27<sup>th</sup> June, 2011 at the Tobago Branch Office.

**Trinidad**

Wednesday 29<sup>th</sup> June, 2011 at the RHAND Rooftop

Call 627-4263 ext 233 to register or check our website for  
further information [www.rhand.org.tt](http://www.rhand.org.tt)