

## NATIONAL SCHOLARSHIP PROGRAM - Frequently Asked Questions (For students)

### **Q: I am interested in applying to the National Scholarship Program. How do I do apply?**

A: In order to be considered you need to:

- ✓ Be nominated by your school. Contact your school (Guidance/Student Services Office). This is to find out if your school has an internal process that you need to follow.
- ✓ Have a minimum 90% (overall) average on grade 12U/M courses. You do not need to have a 90% on each grade 12 course.
- ✓ Applying for full-time admission to Western - main campus

National Scholarship application will be available in November and can be found at:  
[http://www.registrar.uwo.ca/student\\_finances/scholarships\\_awards/national\\_scholarship\\_program.html](http://www.registrar.uwo.ca/student_finances/scholarships_awards/national_scholarship_program.html)

**For your school to be able to consider your nomination request you need to start the process.** You need to access the online National Scholarship application. The application will have the “nomination request form” and the “assessor request” and those sections need to be completed.

### **Q: How do I tell you which scholarship(s) I want to apply for? Do I need to complete multiple applications to be considered for the scholarships that I want?**

A: **You do not need to complete multiple applications.** By completing **one** online National Scholarship application, you will be considered for all the scholarships within the National Scholarship Program that you may be eligible for.

**Please note:** There is a scholarship that has a financial need component. In addition to the online National Scholarship application, a supplemental application is required to be considered for the scholarships with financial need.

### **Q: Where can I find the online National Scholarship application?**

A: The on-line National Scholarship application will be available in mid-November and can be found at:  
[http://www.registrar.uwo.ca/student\\_finances/scholarships\\_awards/national\\_scholarship\\_program.html](http://www.registrar.uwo.ca/student_finances/scholarships_awards/national_scholarship_program.html)

### **Q: How many students can each school nominate for the National Scholarship Program?**

A: Each school can nominate up to **4** students for the National Scholarship Program.

**\*A school can nominate 1 additional student (in addition to the 4) if that student is an international (visa) student.**

**Q: My school is an international school (in/out of Canada) and all the students are international (visa) students. How many students can my school nominate?**

**If your school is an international school, the school can nominate up to 4 students.**

**Q: Do I need to have a 90% on each of my grade 12 courses to be eligible?**

**A: No.** You do not need a 90% on each course. To calculate, take any grade 12 (U/M) course with a final grade and average out.

**Q: I want to be considered for The Beryl Ivey Continuing Entrance Scholarship. How do I apply?**

**A:** The Beryl Ivey Continuing Entrance Scholarship is part of the National Scholarship Program. The only difference is that this scholarship has a financial need component as part of the criteria.

In addition to the on-line National Scholarship application, this scholarship requires a supplemental application for the financial need component. The supplemental application (pdf) will be available in mid-November and can be found at:

[http://www.registrar.uwo.ca/student\\_finances/scholarships\\_awards/national\\_scholarship\\_program.html](http://www.registrar.uwo.ca/student_finances/scholarships_awards/national_scholarship_program.html)

You would only submit the supplemental application **IF** you wish to be considered for the Beryl Ivey Continuing Entrance scholarship. The supplemental application is a pdf and completed applications can be uploaded through the online National Scholarship application:

\*Please note that this scholarship is not available to international students. Students need to be Canadian Citizens or Permanent Residents.

**Q: I want to be considered for the Beryl Ivey Continuing Admission Scholarship BUT I am not applying to Business Ivey School.**

**A:** The Beryl Ivey Continuing Admission Scholarship is not reserved for students that are applying to Ivey. **That is the name of the scholarship.**

**Q: I do not have financial need. Can I still apply to the National Scholarship Program?**

**A: Yes!** There are scholarships that do not have a financial need component. By completing 1 online National Scholarship application you would be considered for all the scholarships that you are eligible for.

**Q: What are the citizenship requirements to apply?**

**A:** The International President's Entrance Scholarships are reserved for international (visa) students studying outside of Canada or in Canada.

All other available scholarships are for students that are Canadian Citizens or Permanent Residents of Canada. This includes students that are studying outside Canada provided they meet the residency requirements.

**Q: I read that I need an essay as part of my application. What are the essay requirements?**

A: You need to include an original essay written by you on an issue important to you of public concern. Explain causes, discuss why it is important and examine potential solutions.

Your essay should be typed and double spaced and it must be titled. The list of references must include a range of materials such as books, articles or other sources.

**Q: How long should my essay be?**

A: Your essay should be no fewer than 1000 words and no greater than 1250 words. Word count needs to be on the last page of essay (in brackets and in bold font).

**Q: Does my reference page count as part of my word count?**

A: No, your reference page does not count towards your word count.

**Q: Does my reference page need to be in a certain style?**

A: Yes, your reference page needs to be in APA style.

**Q: Do I need to submit an abstract for my essay?**

A: No, you do not need to submit an abstract.

**Q: On my summary page of the National Scholarship application, it says that my transcript is outstanding. Am I supposed to provide the transcript?**

A: No. You (the student) would not provide the transcript. The transcript is to be provided by your school. For your school to be able to consider/complete your nomination and upload your transcript you need to complete the “nomination request” on your online National Scholarship application.

**Q. I entered the email address for my school administrator on my online National Scholarship application BUT I need to change it / the email address is not correct?**

Send an email to Norm Merino at email address: [nmerino@uwo.ca](mailto:nmerino@uwo.ca) In your email include your name, OUAC reference number and indicate the change. Provide the email that was entered and what it should be changed to.

**Q. I entered the email address for my assessor to provide my reference letter BUT I need to change it / and or the email address is not correct?**

Send an email to Norm Merino at email address: [nmerino@uwo.ca](mailto:nmerino@uwo.ca) In your email include your name, OUAC reference number and indicate the change. Provide the email that was entered and what it should be changed to.

**Q: On my application, it says that my transcript has not been uploaded and my school is having problems uploading to my application. What should I do?**

A: If your school is having a problem uploading please have them contact me directly at [nmerino@uwo.ca](mailto:nmerino@uwo.ca) or they can call me at 519 661-2111 extension 85958

Your school is able to email your transcript to me but it must be from a person at your school.

If your school wants to mail your transcript, they can do at the following mailing address:

**Mailing address:**

Norma Merino  
National Scholarship Program  
Western University, Office of the Registrar  
Room 3128, Western Student Services Building  
London, ON N6A 3K7

**\*Deadline for transcript to be received (not postmarked) at Western is February 14, 2026.**

**Q: On my summary page of the National Scholarship application, it says that my reference is outstanding. What should I do?**

A: On your application there is a section called “Assessor request” – **Make sure you have completed that section.** If you need help please contact: Norma Merino [nmerino@uwo.ca](mailto:nmerino@uwo.ca)

If you have completed that section/email sent to your selected assessor, contact your assessor first to see if they have received the email.

**Q: I entered the email address for my School Administrator for my nomination request BUT I need to change it and the system won't allow me to change it. What should I do?**

A: Once an email address has been entered you will not be able to change it BUT it can be changed. If it has to be changed, for assistance please contact: Norma Merino [nmerino@uwo.ca](mailto:nmerino@uwo.ca)

Send an email to Norm Merino at email address: [nmerino@uwo.ca](mailto:nmerino@uwo.ca) In your email include your name, OUAC reference number and indicate the change. Provide the email that was entered and what it should be changed to.

**Q: I entered the email address for my referee to provide a reference letter BUT I need to change it and the system won't allow me to change it. What should I do?**

A: Once an email address has been entered you will not be able to change it BUT it can be changed. If it has to be changed, for assistance please contact Norma Merino [nmerino@uwo.ca](mailto:nmerino@uwo.ca)

Send an email to Norm Merino at email address: [nmerino@uwo.ca](mailto:nmerino@uwo.ca) In your email include your name, OUAC reference number and indicate the change. Provide the email that was entered and what it should be changed to.

**Q: When will I know if I am selected for a National Scholarship?**

A: We will be in contact with you throughout the process letting you know of your application status. There are stages and we will be updating you via email as to where you are at in the application competition.

Students that are selected for an interview will be notified in late March. Interviews will take place during the first and second week of April. Once interviews are done, we will be making scholarship offers. Scholarship offers will be made at the end of April/early May.

**Q: What is the contact information in case I have any questions about the National Scholarship Program?**

Norma Merino

[nmerino@uwo.ca](mailto:nmerino@uwo.ca)

T: 519 661-2111 extension 85958

**Q: I think that I am done with the application. What should my complete application include?**

A: The following is the National Scholarship application checklist:

- ✓ On-line National Scholarship Application (submitted)
- ✓ Essay
- ✓ Reference letter
- ✓ School Nomination
- ✓ Transcript – to be provided by school
  
- ✓ The Supplemental Application (**ONLY** if you want to be considered for the scholarships with financial need)

**Q: How do I know if my school has provided my information that is needed for the nomination?**

A: The online National Scholarship application has a section called” STATUS”. In this section, you would be able to check the status of your nomination, transcript and reference letter. You are able to navigate through the application to check your status without having to submit. **Make sure that you click “SAVE” as you go along to save your work.**

**Q: I entered the email address for the School Administrator and/or the Assessor and I can't change it. What can I do?**

**A:** You are not able to change the email address for the school administrator and/or the Assessor on your own **BUT it can be changed**. If you need help, please contact Norma at: [nmerino@uwo.ca](mailto:nmerino@uwo.ca)

**Q: I submitted my online National Scholarship application by mistake and I wasn't really to submit! What should I do?**

**A:** If you submitted the online National Scholarship application before the deadline and need access to your application, please contact Norma at: [nmerino@uwo.ca](mailto:nmerino@uwo.ca) and you will receive access to your application.

**Q: I am done with my application but my school has not submitted the information (nomination, transcript, reference letter) to complete my application. Can I submit my application OR do I need to wait for my school to submit the information?**

**A:** If you are ready to submit your application you can go ahead and do so. Your school will be able to provide the information (nomination, transcript, reference) even if your application is submitted. Your school does need to submit the information by the deadline of February 14, 2026. Once you submit your application you will receive an email confirming submission. If there are outstanding items to complete your application to be submitted by your school, you will be able to check the status after submission and the email that you receive once you submit will have the link.

#### **ANY OTHER QUESTIONS:**

Norma Merino

Western University, Office of the Registrar

PH: 519 661-2111 extension 85958

[nmerino@uwo.ca](mailto:nmerino@uwo.ca)