

The Joyce Foundation Bursary

Referee Instructions

You have been asked to provide a Letter of Reference for a prospective Memorial University student who is applying for the Joyce Foundation Bursary. The selection committee relies heavily on these letters in selecting recipients. Please be frank in describing why the applicant is worthy of such an award focusing on their dedication to their education, their critical financial need and how they persevered in the face of challenges in their life.

Reference letters are confidential. Therefore, please sign the reference letter and the outside of the sealed envelope.

All reference letters should be returned to the applicant prior to the deadline date.

Applicants have until Nov. 30, 2022 to apply.

Reference letters should be original, typed, signed and dated. The following information should appear in your letter:

Name of applicant

Your name

Your phone number

Your email address

Your occupation/position

Your place of work

Your relationship to the applicant (how do you know the applicant)

Length of time you have known the applicant

Please ensure that you have signed and dated the letter

Note: faxed, scanned or emailed reference letters will not be accepted