Mary B. Jordan YVR Scholarship

APPLICATION FORM

Deadline & Instructions

1. Download and save this application form.
2. Complete the application form by entering information in the fields below.
3. Send the completed application form, along with all necessary supporting documents, via email to scholarships@yvr.ca.
4. Application packages must be received **no later than July 12, 2026** (11:59 p.m. PDT).

Personal Information

First Name: Last Name:

Address:

City, Province: Postal Code:

Email: Phone:

Date of Birth (mm/dd/yyyy):

☐ I confirm that I am a Canadian citizen or have permanent resident status.

References

Please include two letters of recommendation as follows:

☐ One letter from a faculty member at your post-secondary institution.

☐ One letter from a faculty, staff, or community member, but NOT from a family relative or another student.

Transcript & Letter of Confirmation

Please include copies of relevant documentation, including:

☐ Official transcript from your last post-secondary institution*
*(*Transcripts are required to be issued directly from the post-secondary institutions that you have attended or are currently attending. Photocopies of transcripts may be submitted with the initial application but if short listed an official transcript will be required).*

☐ Letter confirming acceptance into an eligible business program

Educational Information and Academic Achievements

Please list the details of names of all post-secondary study programs in which you have been enrolled during the past five (5) years and the study program that you are planning to take:

Institution	Program Name	Start Date	End Date

Please list the details of any awards or relevant academic achievements:

Community, Athletics & Volunteer Experience

Please list the teams/organizations for which you have been an active member, including your position, active dates and a short description of responsibilities:

Personal Statement (500 words)

Tell us about yourself. Include your most important accomplishments and experiences, and how you promote diversity and inclusion, as well as your goals for the future.

Certification Statement

I confirm that I am applying for the Mary B. Jordan YVR Scholarship for Women in Business (the "Scholarship") presented by Vancouver Airport Authority (the "Airport Authority"). I certify that the information I have provided in this application is true and complete and that I meet the eligibility criteria of the Scholarship. In submitting my application, I hereby agree to all of the Scholarship program's terms and conditions (the "Terms and Conditions"). I authorize the Airport Authority to verify all of the information contained in this application, and in any supporting documentation I have supplied, with (1) relevant post-secondary educational institution(s) within and outside of British Columbia, (2) the referees I have identified. I further consent to the release of information from those sources that may be approached by the Airport Authority to verify the information that I have provided. I understand that any documents submitted to the Airport Authority, as part of my application, become the property of the Airport Authority and will not be returned to me regardless of the outcome of my application.

Applicant Signature: _____

Date: _____

Mary B. Jordan YVR Scholarship for Women in Business
Terms and Conditions

Overview – The Scholarship

Vancouver Airport Authority (the "Airport Authority") is pleased to offer the Mary B. Jordan YVR Scholarship for Women in Business (the "Scholarship"), which was established to recognize and support women pursuing a Business Degree in British Columbia. The annual amount of the Scholarship will be $20,000.

For more details about the Scholarship, please visit yvr.ca/scholarships.

Eligibility

1. In order to be eligible to apply for the Scholarship, an applicant ("Applicant") must meet the following minimum eligibility requirements (collectively, the "Eligibility Requirements").

    a. be a Canadian citizen or have permanent resident status;
    b. be a female or female-identified student;
    c. achieved a minimum Grade Point Average (GPA) of 3.25 in the previous year of study (based on a 4.0 scale) or 81% out of 100% where percentages are used;
    d. be in good academic standing (including not being subject to any academic suspension or probation during the previous three years);
    e. be enrolled full-time in the third, fourth or fifth year of a Baccalaureate Business program or the first or second year of Master's degree program*; and
    f. demonstrate strong leadership and teamwork skills, community participation and involvement on or off campus, including an interest or participation in sports.

    *For the purposes of this Scholarship, students must be enrolled at a British Columbia university that is recognized by Universities Canada (https://www.univcan.ca/)

2. Each Applicant must certify that they meet all the Eligibility Requirements and that the information provided on the Scholarship application form ("Application") is true, accurate and complete to the best of the Applicant's knowledge. The Airport Authority has the right to verify the accuracy any information that is provided by an Applicant in support of their Application.

Application Process

3. Each Applicant must complete an Application and provide all of the required supporting documents as outlined in the Application. If an Applicant does not fully complete the Application or provide all of the required supporting documents, it shall result in an Application being considered incomplete and will not be evaluated. It is an Applicant's responsibility to ensure that they submit all of the required supporting documents in accordance with the Application. The Airport Authority shall have no obligation to obtain any of the required supporting documents for an Applicant.

4. Applicants must submit their Application and required supporting documents no later than the Scholarship deadline (the "Deadline") outlined in the Application.

5. The Airport Authority will not be responsible for any late Applications. It is the Applicant's responsibility to ensure that the Application is received by the Airport Authority prior to the Deadline.

Selection Process

6. The Airport Authority will in its sole discretion determine the membership, structure and procedures of its selection committee (the "Selection Committee") and evaluation process for Applications that are received.

7. Following the Deadline, Airport Authority representatives will review and assess all completed applications against the Scholarship Eligibility Requirements, including but not limited to reviewing and validating qualifications and references. Following this process, the Airport Authority may, in its sole discretion, shortlist up to five (5) candidates to be interviewed by the Selection Committee. Following the interview process, the Selection Committee will select a recipient (the "Recipient") of the Scholarship. All decisions of the Selection Committee are final.

8. The Airport Authority will take a variety of factors when reviewing an Applicant's Application, including but not limited to:

    a. academic achievement;
    b. leadership qualities as evidenced by volunteer/community involvement and/or extracurricular activities; and
    c. quality and relevance of the reference letters.

9. All Applicants will receive confirmation by email of the results of the selection process, once available.

10. The Scholarship will be awarded to a Recipient only once and any Recipients that have received a Scholarship shall not be permitted to re-apply for the Scholarship program.

Use of Personal Information

11. By submitting an Application, an Applicant authorizes the Airport Authority, the Scholarship Selection Committee, and their respective representatives to collect, use, store and confirm information about the Applicant, provided on an Application submitted (including references) to those who need to know such information for the purposes of administering and promoting the Scholarship. The Selection Committee will use the information only for the purposes of evaluating an Application. For information about the Airport Authority's privacy policy, please visit http://www.yvr.ca/privacy

Other Requirements

12. A Recipient of the Scholarship must inform themselves as to the tax consequences of receiving the Scholarship. Each Recipient shall be required to provide the Airport Authority with their social insurance number for the purposes of the Airport Authority issuing all necessary tax remittance forms that are required by taxation authorities.

13. Prior to the Airport Authority releasing the Scholarship funds, a Recipient must:

    a. forward a proof of registration from the university that they will be attending, including providing evidence of their course of study; and
    b. provide confirmation that they will be attending on a full-time basis (as defined by the university).

14. In the event that a Recipient changes disciplines, programs and/or approved schools within the year that the Recipient receives the Scholarship, then the Recipient shall promptly notify the Airport Authority.

15. If the Airport Authority becomes aware of any occurrence of any behaviour on the part of the Recipient prior to awarding a Scholarship to a Recipient and such behavior affects or impacts the integrity of the Scholarship program, then the Airport Authority may, in its sole discretion, disqualify a Recipient from receiving the Scholarship.

16. The Recipient grants the Airport Authority the unrestricted right, in the Airport Authority's sole discretion, to produce, reproduce, publish, broadcast, communicate by telecommunication, exhibit, distribute, adapt and otherwise use or re-use the Recipient's name, photograph, likeness, voice and biography, in any and all media now known or hereafter devised, in connection with the Scholarship and the promotion and exploitation thereof. The Recipient may also be required to attend any events that that may be hosted or held by the Airport Authority in connection with the Scholarship program.

17. By participating in the Scholarship program, each applicant agrees to be bound by these Terms and Conditions and further agrees to be bound by the decisions of the Airport Authority, which shall be final and binding in all respects.

18. The Airport Authority reserves the right, in its sole discretion, to modify, amend or cancel the Scholarship at any time without notice and to decide all questions respecting the awarding of the Scholarship and the administration of the terms and conditions of the Scholarship program.