

TERMS AND CONDITIONS

INTRODUCTION

By applying for this scholarship program, you are entering into a binding agreement with the Institute for Advancements in Mental Health (IAM) based on the **Terms and Conditions** outlined in this section. The Terms and Conditions also describe how IAM can use any personal information you provide in connection with the scholarship program.

Please read these Terms and Conditions carefully, as failure to comply could affect your scholarship eligibility.

If you have any questions or concerns about any of the information in this application, including what you are consenting to permit IAM to do with your personal information, please contact Kayla Nicholls, knicholls@iamentalhealth.ca

I. Overview

By applying for an IAM scholarship, you are agreeing to the Terms and Conditions in this section and are consenting to the collection, use and disclosure of your personal information as described in the Terms and Conditions.

IAM, at its discretion and without notice to any person may modify, amend (including extending the scholarship application deadline) or cancel the scholarship program at any time. Should cancellation occur, applicants who have already been granted a scholarship will not be affected.

Please note that IAM does not participate in the admission decisions of any educational or vocational institutions and candidates are required to apply independently of the scholarship program and IAM for admission to such institutions.

II. Application

IAM is not responsible for lost, stolen or misdirected scholarship applications or correspondence. Applications submitted become the property of IAM and will not be returned. To ensure your application is received, please provide a valid email address and telephone number so that IAM can contact you.

When the IAM scholarship committee has made its decisions, IAM will contact all applicants to inform them of their application status.

Failure to reach an applicant can result in the scholarship being given to the next highest-ranking applicant. To ensure this does not happen, please make sure your contact information is correct.

All of the information contained in the application package must have been created by the applicant or their references.

Successful applications are kept on file indefinitely. Unsuccessful applications are kept on file until the end of the calendar year, at which point they are destroyed.

III. Use, Retention and Access to Applicant Personal Information

Personal contact information of scholarship recipients is required to ensure funds are applied to the correct institutions, campuses and student accounts. In the event that you are selected to receive a scholarship and do not provide the information IAM requires, including information about your program, IAM will be unable to provide the scholarship funds and the scholarship will be granted to the next highest-scoring applicant.

IAM will use your personal contact information to process your scholarship application, verify the information you provide, make a decision, and if you are successful, administer the scholarship.

IAM may also use your personal story to promote the scholarship program, increase awareness about schizophrenia and psychosis and promote the work of IAM.

IAM may be required to share certain information in applications (e.g., name, course, student ID number and institution) with the university, college and/or trade school an applicant has applied to or is attending for the purpose of verifying information in the application, a scholarship recipient's enrolment status, or administering a scholarship.

Personal information may also be shared:

- a. With IAM's external service providers and advisors to the extent required for them to provide their services to IAM;
- b. In the event that IAM reorganizes its operations, when and if necessary to ensure any successor or resulting organization is able to use your personal information for the purposes of the scholarship program;
- c. To comply with a court order, subpoena or summons or other rule, order, law or regulation applicable in Ontario that requires or authorizes the disclosure of the information.

Promotion

IAM is extremely proud of its scholarship recipients and their many achievements and successes and reserves the right to use any information contained in successful applications for the promotion of IAM, its programs and services, including the scholarship program, to both internal and external audiences, including media.

In applying for this program, you understand that successful applicants' stories and information can be chosen to appear in IAM's communications and promotional materials (e.g., newsletter, website, social media, direct marketing materials, annual reports, etc.), and may appear in external communication materials or in the media – whether TV, print, online, broadcast or radio and including at the local, provincial, and national level, as applicable. As a courtesy, IAM will contact you prior to any public-facing opportunity.

Scholarship recipients consent that IAM can use their name, digital or hard copy likeness (i.e., picture, video, etc.) as well as any information from the essay section of the application for the promotion of IAM and its scholarship program.

While IAM will make every effort to ensure media reports about our scholarship recipients are accurate and positive, IAM cannot control how the recipient is portrayed in external media sources and cannot be held liable for any damages or perceived damages suffered by the recipient that might result from or be connected with the publication of information about the scholarship recipient in the media.

To facilitate promotion of its scholarship program with its partners and the media, IAM reserves the right to waive follow-up to secure such promotion as required. We may also contact you to secure participation in IAM promotional videos, interviews etc.

All other application information, e.g., references, contact information, names of individuals specified in the essay (with the exception of the applicant's name) and responses to survey questions will not be disclosed. IAM respects the privacy of family members, caregivers, and healthcare professionals and will not use the names of anyone named in the applicant's application or essay other than the applicant themselves.

IV. Eligibility

Please note that when requested, applicants who are selected to receive a scholarship are required to present to the scholarship office original documents (in distinction from a photocopy version of transcripts and other documents submitted with their scholarship application).

If, after verifying the information and documents submitted on and with an application, IAM discovers that any documents or information are not genuine or accurate, the scholarship will be immediately invalidated and withdrawn.

IAM accepts NO liability for any damages suffered by or any commitments made, including commitments to educational or vocations institutions, by the applicant in these circumstances.

V. School Enrolment Requirements

All scholarships are awarded on the basis that the recipient will maintain an "enrolled" status in his or her course of study during the scholarship year.

Any changes to enrolment, including any temporary leave of absence, must be promptly communicated to IAM.

A scholarship recipient undertakes to devote their energy to their studies and to the best of their ability apply themselves to their program of study to the satisfaction of the university, college, vocational institute or trade school providing the program and of IAM.

A scholarship recipient must adhere to the procedures established by their university, college, vocational institute or trade school on how to alter their enrolment status. IAM cannot facilitate this process.

Scholarship recipients who do not have a status of “enrolled” on the university, college, vocational institute or trade school’s student administration system will have their scholarship terminated, unless otherwise permitted by IAM.

To determine compliance with these terms and conditions, IAM will collect information regarding the scholarship recipient’s enrolment status in their course of study from the university, college, vocational institute or trade school immediately upon enrolment and upon completion of the course.

VI. Disenrollment (Voluntary & Deferrals)

It is the expectation that all scholarship recipients will expend the funds provided by IAM's scholarship program.

Scholarships will only be revoked in exceptional circumstances and for clarity, not for authorized leaves of absence or authorized deferred enrolment in a course. Disenrollment or unwarranted delays in completing courses being funded through a scholarship deprive another student from benefitting from the scholarship.

Scholarship recipients who decide to disenroll must contact the Scholarship Program Coordinator or obtain a “Course Discontinuation” form. The scholarship will be terminated upon IAM's receipt of the completed form.

Subject to approval by IAM, a course being funded by IAM's scholarship program may be deferred for up to 12 months.

Acceptable reasons for requesting a deferral include, but are not limited to: relapse, familial conflict, death, serious illness and hospitalization. Recipients who find themselves in a situation where they cannot attend school should contact IAM's programs manager as soon possible to discuss their individual situation.

In the event that a recipient must defer a course(s) being funded by IAM's scholarship program, IAM may require documentation setting out the reason and may verify or request that the recipient provide verification of the circumstances.

VII. Transfers

The scholarship funds are non-transferable and non-negotiable and no such request will be entertained by IAM.

IAM reserves the sole right to offer a scholarship that is not the scholarship that was applied for but is of the same value to a recipient.

VIII. Time frames

The effective date of the scholarship will be the day on which the course commences. The maximum duration of the scholarship is one year, unless a deferral has been granted (see vii.)

IX. Termination

IAM may terminate a recipient’s scholarship if s/he has:

- a. Discontinued his or her course or has an “inactive” enrollment status;
- b. Failed to meet the eligibility criteria and conditions of the scholarship;
- c. Been suspended or excluded for misconduct by the university, college, high school, vocational institute or trade school in which s/he is enrolled;
- d. Failed to comply with the terms and conditions of the scholarship program;
- e. Failed to comply with the rules and/or policies of the university, college or trade school in which s/he is enrolled.

X. Financial Obligations and Responsibilities

IAM makes no guarantee that applicants selected for an Institute for Advancements in Mental Health Scholarship will receive the entire amount of funding that they apply for.

All the costs and expenses associated with the receipt of the scholarship will be borne solely by the recipient. IAM will not entertain any claim whatsoever for these costs and expenses.

Recipients are solely responsible for any other expenses related to the acceptance and use of the scholarship.

IAM will not be responsible for any loss or damage suffered by applicants or recipients while applying to and participating in the scholarship program.

IAM, in its absolute discretion reserves the right at any time, without giving any previous notice to applicants and recipients, to add, alter, modify, change or vary all or any of these Terms and Conditions, wholly or in part, or to withdraw the scholarship program.

Applicants who have already been granted a scholarship will not be affected by this cancellation.

If the scholarship recipient fails to contact IAM and accept the scholarship or fails to provide IAM with any required information or documentation within 60 days from the acceptance of the scholarship, IAM reserves the right to revoke the scholarship and award it to another applicant at the Scholarship Selection Committee's discretion.

If your IAM Scholarship Program application is successful, funds will be sent directly to your university, college, vocational institute or trade school. There is no flexibility in this policy.

IAM only issues one scholarship per degree/diploma/certificate.

Applicants who are reapplying to the scholarship program must not have received a scholarship from IAM for their current program of study.

