



Diabetes Hope Scholarship Application 2025 Guidelines

Diabetes Hope Scholarship Program is a combined merit and needs based scholarship that celebrates the resiliency of youth with type 1 diabetes. The Scholarship is awarded to students who exhibit excellence in balancing the many responsibilities associated with diabetes management while also overcoming personal challenges, maintaining strong academic standing, enriching their lives through community involvement and extra-curricular activities, and maintaining their health. Each year, Diabetes Hope Foundation strives to award a minimum of 35 scholarships across Canada, dependent on funding.

Scholarship Value: \$3,000 each

Eligibility:

The Diabetes Hope Scholarship Program is open to applicants who:

- Y Are in their final year at a Canadian secondary school or CEGEP and will be entering an accredited post-secondary institution in the fall of 2025.
- Y Live in Canada as a Canadian Citizen or Permanent Resident.
- Y Hold a valid SIN number (for scholarship distribution purposes).
- Y Have received care for type 1 diabetes by a Canadian pediatric health care team or physician for a minimum of 1 year preceding this application.

Application Deadline: March 3rd, 2024 @ 11:59 pm PST

Application Process:

The application for Diabetes Hope Foundation's scholarship program is ONLY available as an online application. All application submissions must be completed online as instructed below:

Step 1 – Review Application Guidelines

Download a copy of the scholarship program requirements and application questions before you begin your online application. If you meet the scholarship eligibility requirements, please go to “Step 2” to register for an applicant account in the online application system.

Step 2 – Register for an Applicant Account

Go to <https://dhfscholarship.smapply.io> to set up an applicant account to complete your scholarship application. You will have the option to register through your Facebook, Google or Twitter account, or set up a new account directly through Survey Monkey. Once you have successfully logged in, fill out the eligibility form and save to your profile, and click on 'Apply' to begin the scholarship application submission process.

Step 3 – DHF Scholarship Application Tasks

The following tasks have to be completed through the online portal to complete your scholarship submission (please note that these steps do not have to be completed in sequence and you can edit/make changes to your application until the application closes):

- Applicant Information Form** - complete this form to provide us with your contact information, school/career interests and current diabetes care information. Once you have completed this form, click submit to complete this task.
- Scholarship Application Form** – it is recommended that you prepare your application form ahead of time with the Fillable Word File available on the DHF website before you complete the online form.
- Letters of Reference** - your application needs to be endorsed by two letters of reference to complete your submission. To complete this step, click on each task in the online portal and click on the “Get a Recommendation” button to request for a referral from your endorser.

Your References will receive an email invitation with a link to complete the online recommendation process. Once complete, you will receive an email from the online system to confirm that the letters of reference have been completed. Mark this step as *COMPLETE* in the online portal to check off these tasks.
- Secondary School Transcript** – Upload official school transcript (with watermark) including your grades from Gr.9 up to your current year records (February 2025) and mark the task *COMPLETE* when you have successfully uploaded your file.
- Photo Identification Card** – Upload a photo identity document that will confirm your proof of residency in Canada and your birth date (e.g. driver’s license, health or identity card) and mark the tasks *COMPLETE* when you have successfully uploaded your file.

Step 4: Submitting Your Application:

When all the tasks in the application portal have been marked as *COMPLETE*, you will be eligible to submit your application. Once you submit your application, an email will be sent to confirm that you have successfully completed all application requirements.

NOTES:

1. The email and name used to create the applicant account **MUST** belong to the applicant. Accounts using email addresses and/or names that do not match that of the applicant will not be considered.
2. Reference forms must be completed by the application deadline of March 3rd, 2025.
3. References from immediate family will **NOT** be accepted, and only one (1) personal reference is permitted (i.e. a friend, partner, neighbour, etc.).

Scholarship Selection Process:

Applications undergo an initial review to ensure that all the requirements have been met and that all the attachments (per the completed checklist) have been provided by the applicant.

If additional documents are required, you will receive an email from staff at DHF to upload the missing information and complete your submission. DHF will make three (3) attempts to contact you before closing your application. Please ensure you check your email (including your Junk Folder) the week of March 3rd, 2025 for any correspondence from DHF.

Each 'complete' application undergoes a 'blinding process' that removes the applicant's name and replaces it with an administrative number.

Blinded applications are forwarded to the Diabetes Hope Foundation Scholarship Advisory Committee members for review and evaluation.

Scholarship Applications will be scored according to four categories:

Application Section	Score
4: Academic Achievement	10
5: Achievements	5
6: Leadership and Community Impact	5
7: Personal Needs	6
8: Transition Preparedness	15
9: Essay	20
10: References	4
TOTAL	65

Award Announcements:

2025 Scholarship Recipients will be contacted by email in late April and announced online on the Foundation's main website and social media channels to confirm their scholarship award. A formal invitation to the Scholarship Ceremony will follow. Unsuccessful applicants will be notified in writing.

Requirements to Receive Your Scholarship:

Supporting Documentation

Proof of enrolment from your college or university must be forwarded to Diabetes Hope Foundation to confirm your award.

Thank You Letter to Sponsor and the Foundation

The successful scholarship recipient will be required to submit two thank you letters to:

Scholarship Sponsor – 1 copy will be sent directly to the Scholarship sponsor and a 2nd copy will be forwarded to the Foundation to be placed in your Diabetes Hope file.

Board of Directors – 1 copy of the letter will be forwarded to the Foundation at the following address:

Board of Directors Diabetes Hope Foundation 6150 Dixie Road, Unit 1 Mississauga ON L5T 2E2

Your thank you letters for items (i) and (ii) must include the following:

Address your letter "Dear Mr./Mrs. _____ (surname)."

Describe how the scholarship will help you in your future endeavours.

In the second paragraph please include your academic goals, career goals, aspirations and extracurricular activities.

1. Proof of Attendance

The \$3,000 scholarship will be disbursed in two instalments of \$1500 each. Proof of enrollment must be uploaded through the Survey Monkey portal before each disbursement by the deadline indicated below.

	Proof of Enrollment Deadline	Disbursement Date
Disbursement 1	August 15 th , 2025	September 2 nd , 2025
Disbursement 2	December 15 th , 2025	January 5 th , 2026

NOTE: Successful recipients are eligible to defer their scholarship up to one (1) academic year. This must be communicated to DHF in writing before the scholarship disbursement period.

Collection of Data and Privacy Policy:

Diabetes Hope Foundation is committed to safeguarding the personal information entrusted to us through our Scholarship Program. We manage your personal information in accordance with Ontario's Personal Information Protection Act and other applicable laws. Your personal information includes your contact information, social security number, academic transcripts, diabetes related health records and personal identification documents.

For the purposes of administering the Scholarship Program, we collect only the information we need to contact successful recipients, complete the disbursement of scholarship funds, and send out associated program information to applicants. Diabetes Hope Foundation does not collect, use, or disclose any personal information for the use of commercial activities.

We ask for consent to collect the applicant's personal contact information, academic transcripts and healthcare information. Only the applicant's name, geographic location (city, province) and photo will be publicly disclosed and used on our website and promotional materials for the purpose of promoting the Scholarship Program.

All healthcare information collected through our Scholarship Program is deleted from our records after the selection of our Scholarship Winners. All other personal and academic information collected will be safeguarded on our password protected servers, and we will make every reasonable effort to ensure that personal information is safeguarded. We retain personal information only as long as it is reasonable for us to deliver our programs and services.

If you would like to receive copies of the personal information collected through our Scholarship Program, you may request for access to your personal information by writing to us via email at info@diabeteshopefoundation.com.

Need Technical Support to Complete Your Application?

<https://dhfscholarship.smapply.io/helpdesk/>

Questions about Application Process?

