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FRONTIER DUTY FREE ASSOCIATION
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The Doug Waldie Continuing Education Bursary Award 2015

Objective: To provide all land border duty free full time employees the opportunity to apply for a continuing educational bursary in the amount up to $2,000. This award will be granted by the FDFA and will require those applicants to identify how a continuing educational course could enhance their current position within the land border duty free store that they are currently employed at. The FDFA encourages all employees to consider this bursary as it will be open to all levels of land border duty free full time employees i.e. an accountant may choose to take an additional financial course to improve their skills or a liquor buyer may choose to take a merchandising course.

While we recognize that there may be courses over the $2,000 amount, the winning bursary will only cover up to a maximum $2,000. If the course is less than the $2,000, 25% of any ancillary costs relating to the course, i.e. books or travel, will be paid up to a combined total of $2,000 (including the course). Example: course costs $1,500, books cost $200 and you incurred $200 in travel expenses, the applicant would then receive $1,500 plus $100 (25% of $400) for the ancillary expenses.

The employee should showcase the exact details of the course they would like to pursue within the application below, and identify once the course is completed successfully, how this educational course will improve their current position and or the store's business. If the course is component of a tiered certification program the application is still acceptable as part of the application process. Please note that online courses are acceptable as part of the application process.

It is the discretion of your store management team to determine whether course work is done on your own time, or if assignment work can be completed during your store work hours. We expect as part of the application process your manager's approval.

The course start and finish dates must be within the 2015 calendar year.

Timeline: Applications must be received by the FDFA no later than Friday, December 19th, 2014.

The identified winner will be notified by Friday, January 9th, 2015

Name: _____

Store that you are employed at? _____

Current Title: _____

Direct Supervisor's Name: _____

How many years have you been employed at this duty free store? _____

What certification course or educational program would you like to take?

Is this course Online ☐ or In a Classroom ☐

How does this course relate to your current role?

Where is this course provided i.e. city, college name, etc.

How long is course from beginning to completion (hours, i.e. two days a week for 6 weeks):

How much is the total course in dollar amount?

Explain how completion of this course will improve your skill set in your current role and will this new skill set improve the overall store productivity, profitability and or efficiencies

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If you are the successful applicant, the FDFA will ask that within 3 months of completing the course, to provide the FDFA with a summary of the positive impact the course has brought to your job and the store.

If you have any question on the ***Doug Waldie Continuing Education Bursary*** please contact Laurie Karson by phone or email as noted below.

Applications will be received by fax, email or mail.

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