



# APPLICATION

Each applicant shall complete the **Viscount Bennett Fellowship** application form

CBA Member Number \_\_\_\_\_

E-mail Address \_\_\_\_\_

A. Name \_\_\_\_\_  
Surname First Name

B. Permanent home address \_\_\_\_\_  
\_\_\_\_\_

C. Current address (if different from above) \_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_

D. Are you presently practising law? Yes No

If yes, please specify: Position \_\_\_\_\_  
Name of Firm \_\_\_\_\_

E. Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

F. Citizenship Canadian (The Fellowship is open to Canadian citizens only)

G. Law School \_\_\_\_\_ Graduation Year \_\_\_\_\_

H. Yes, I have applied for graduate studies this fall at \_\_\_\_\_

I. Academic History (List in chronological order)

Institution	Years Attended	Diploma/Degree Received	Graduation Year
Example: University of New Brunswick University of New Brunswick Law School	2011-14 2014-17	B.A. LL.B.	2014 2017
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

K. Fellowships/Awards currently applied for:

Fellowship/Award	Value
Example: Ontario Graduate Scholarship	\$5,000
_____	_____
_____	_____
_____	_____
_____	_____

**Applications can now be submitted by email.** All documents must be included as part of your application either by mail or as a PDF file(s) in a single email. Transcripts and reference letters may be provided separately.

**The following documentation must be included with your application:**

1. Application cover-page.
2. Birth certificate or citizenship certificate (photocopy).
3. One certified copy of all law school transcripts. **Only law school** transcripts are required.

**In some cases, due to ongoing Covid-19 restrictions, an official transcript sent directly from the university will not be possible. In such cases, a photocopy will suffice.**

4. Academic distinctions, e.g. awards, medals or fellowships obtained as a result of academic success. A simple bulleted list will suffice.
5. A full curriculum vitae.
6. A one-page synopsis to **highlight pertinent information from your university transcripts**. Your commentary should mention majors and minors, if any, as well as the orientation of your studies.
7. A one-page synopsis of your **extra-curricular interests** as well as activities during your post-secondary studies. Include academic activities, such as law review writing and participation in moot courts, etc.
8. A one-page statement **outlining the course of study to be pursued**. Include particulars of any other fellowship, scholarships, bursaries or prizes for which you have applied.
9. **Two** letters of reference are required to complete your application. Letters may be included with the application or sent directly to the email or mailing address provided.

**Please note the following:**

- Only applications, which are received on or before **November 16<sup>th</sup> 11:59 PM ET** will be considered by the Committee.
- All documents must be included as part of your application either by mail or in one email. Only transcripts and reference letters may be mailed or emailed separately.
- English and French are the official languages of the CBA. Candidates may submit their applications in either official language. As applications are reviewed by volunteers, translation may be required. In order to ensure accuracy of technical terms and concepts, candidates are encouraged to submit documents **6, 7, 8** in both official languages.
- All applicants must be Canadian Bar Association members in good standing at the time of application. To join, please call CBA Membership at 1-800-267-8860 or join online at CBA.org. Please provide your CBA membership number with your application.
- Please be sure to include your email address to facilitate communications with the CBA.
- It is recommended that you review your completed application with the Dean (or designate) of your Law Faculty prior to submitting.
- Please send your application package to: [viscount-vicomte@cba.org](mailto:viscount-vicomte@cba.org)

OR by mail to:

Viscount Bennett Fellowship  
c/o Director of Communications & Marketing  
The Canadian Bar Association  
66 Slater, Suite 1200  
Ottawa, ON  
K1P 5H1

Should you require further information please contact: [viscount-vicomte@cba.org](mailto:viscount-vicomte@cba.org)



# Viscount Bennett Fellowship Terms and Conditions

(Revised April 2018)

1. An award, not less than \$25,000 may be paid annually to one student as a fellowship for legally-oriented graduate study in an institution of higher learning to be approved by the Selection Committee (hereinafter referred to as the Committee).
2. All applicants must be Canadian Bar Association members in good standing at the time of application.
3. The Committee may award to a student who has received a Viscount Bennett Fellowship in a particular year and who is continuing his or her graduate studies for a second year, a Viscount Bennett Fellowship for such second year of graduate studies but only if the Committee is satisfied that exceptional circumstances justify such second award.
4. A second Fellowship may be awarded annually at the Committee's discretion. The amount of this second Fellowship will depend on the funds available.
5. The Fellowship shall be open to Canadian citizens who have graduated from an approved law school in Canada or who at the time of application are pursuing final year studies as undergraduate students at such approved law school.
6. Candidates must have completed and filed an application for graduate studies with the institution of higher learning of their choice before submitting this Fellowship application to the CBA.
7. Each applicant shall complete the Viscount Bennett Fellowship application form.
8. At its discretion, the Committee shall hold interviews with the finalists for the Fellowship. The Committee will reimburse reasonable out-of-pocket travel and accommodation expenses for those invited to the interviews, but travel expenses shall be limited to the lowest advance booking fares available from points within Canada and the continental United States.
9. In the event of an award being made to a student who has not at the time graduated, the award shall be conditional on the applicant's subsequent graduation in the next ensuing spring at the law school in which the applicant is studying at the time the award is made.
10. The amount of the Fellowship shall be paid to the applicant selected in equal amounts on the first day of September in the year in which the applicant is selected, and on the first day of January next ensuing.
11. The applicant selected shall, within two weeks of being notified of the award, inform the Committee of his/her acceptance. If accepted, the applicant selected shall undertake to begin graduate study by fall of the year of selection. If the applicant, having accepted the award, later becomes unable for any reason to take it up that year, he or she shall promptly so inform the Committee. If the applicant first selected declines the award, or having accepted it, later becomes unable to take it up, the Committee may in its discretion cancel the award for that year or grant the fellowship to another applicant or, if good cause is shown, authorize the recipient to postpone taking up the Fellowship for not more than one year.
12. Provided a suitable candidate is recommended by the Committee, the award of the Fellowship shall be announced on or before June 30<sup>th</sup>.
13. As a condition of the Fellowship, recipient(s) of the Viscount Bennett Fellowship must submit a written report at mid-term and at the end of the year of graduate study.
14. As well, recipient(s) of the Viscount Bennett Fellowship must submit a copy of their final thesis at year end.
15. Only applications received on or before November 16<sup>th</sup> will be considered by the Committee.

Applications can be mailed to:

Viscount Bennett Fellowship  
c/o Director of Communications  
The Canadian Bar Association  
66 Slater, Suite 1200  
Ottawa, ON K1P 5H1