



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
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

J. Fellowships/Awards currently applied for:

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

K. How did you hear about the CBA's Viscount Bennett Fellowship?

A. ELIGIBILITY

Candidates must be 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;

Only applications received on or before **November 16th, 11:59 PM ET*** will be considered by the Selection Committee.

***If the November 16th deadline falls on a Saturday or Sunday, the deadline automatically shifts to the first TUESDAY following.**

All applicants must be CBA members in good standing at the time of application. It is the responsibility of the applicant to ensure their membership is current. Applicants with lapsed memberships will not be contacted.

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.

Other conditions apply. Please see the **Terms and Conditions** for full details.

B. SUBMITTING YOUR APPLICATION (Please read carefully.)

Applications can 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. Documents are not accepted in a piecemeal fashion. Only your law school transcript and reference letters can be received separately.

The following documentation must be included with your application:

Part 1: A completed application form serves as your cover page.

Part 2: Academic distinctions e.g., awards, medals or fellowships obtained as a result of academic success. A simple bulleted list will suffice.

Part 3: 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.

Part 4: 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.

Part 5: 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.

Part 6: A full curriculum vitae.

Part 7: Canadian birth certificate or citizenship certificate (photocopy).

The following can be included or sent separately on or before the deadline:

Part 8: **Two letters of reference are required to complete your application.**

Letters may be included with the application or sent separately to the email or mailing address provided.

Part 9: One certified copy of all law school transcripts. Only **law school** transcripts are required.

C. OTHER CONSIDERATIONS

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.

To ensure the accuracy of technical terms and concepts, candidates are encouraged to submit parts 3, 4, and 5 in both official languages.

It is recommended that you review your completed application with the Dean (or designate) of your Law Faculty before submitting it.

A fully completed application and valid membership are the responsibility of the applicant. The CBA Selection Committee will not contact candidates regarding missing documentation or a lapsed membership.

Your completed application can be submitted by email at: viscount-vicomte@cba.org or mailed to:

Viscount Bennett Fellowship
c/o: Director of Communications and Marketing
Canadian Bar Association
66 Slater St., Suite 1200
Ottawa, ON K1P 5H1

D. FREQUENTLY ASKED QUESTIONS

I've already started a Master's program this Fall and would like to confirm that I would be eligible if my studies will continue next year.

Yes, you can still apply for the Viscount Bennet Fellowship if you have already started your graduate program, however, the Fellowship grant is awarded to students currently engaged in studies and have at least one full year of studies while receiving the Fellowship grant.

Two reference letters are requested, but three would be better right?

No, each application is submitted to our selection committee with only two reference letters. If you provide more than one, in the interest of fairness, you will be asked to select which two you would like to be submitted to the selection committee.

Am I still eligible for the Fellowship if I intend to undertake graduate studies outside of Canada, for example at the University of Oxford or Cambridge in the UK, or at Harvard University in the US?

Yes, the university can be outside of Canada, and historically many of our past recipients have studied abroad.

Is there a preference for an emailed application or traditional post-mail?

Our preference is to receive applications electronically by email at viscount-vicomte@cba.org. Although either method is acceptable.



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 30th.
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 16th will be considered by the Committee.

Applications can be mailed to:

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