



INSTRUCTION GUIDE | CANDIDATES

Merit scholarships and exemptions
from supplementary tuition fees



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Before contacting us, please ensure that you have read the application guide.

Éducation internationale encourages and promotes applicants who apply on their own. Only questions regarding items not mentioned in the guide will be answered by email.

FOR ALL ADDITIONAL QUESTIONS

Consult the general FAQ, and the FAQ specific to the merit scholarships (in French only*)

- **General FAQ:** <https://www.quebecmetiersdavenir.com/faq/>
- **FAQ specific to the merit scholarships :** <https://www.quebecmetiersdavenir.com/bourse-dexcellence/>

Merit scholarships and exemptions from supplementary tuition fees

General informations

The Merit scholarship Program for international Students and the Tuition Fee Exemption Quotas for International Students allow international students wishing to come and study in vocational training in Quebec to obtain an exemption from the additional tuition fees applicable to students, with a merit scholarship (if applicable), and coverage by the *Régie de l'assurance maladie du Québec* (if applicable).¹

Students must pursue and successfully complete full-time studies in a professional training program leading to the award of either: a vocational studies diploma (DVS) or a DVS followed by an attestation of vocational specialization (AVS). It should be noted that professional training programs of less than 900 hours are not eligible, except for a program eligible for the permanent residence pilot program of the *ministère de l'Immigration, de la Francisation et de l'Intégration* (MIFI).

As part of these programs, the Merit and Tuition Fee Exemption Scholarships competition is operationalized by *Éducation internationale* and its *Québec métiers d'avenir* service. **Only one application process is carried out for these.**

Objectives

- To support the internationalisation of vocational training centers.
- To offer exceptionally talented international students the opportunity to come and undergo vocational training in Québec
- To enhance a steady offer and wide coverage of vocational training.

Funding of the programs



These programs are funded to the tune of \$1 740 000 by the *ministère de l'Éducation du Québec* (making about 74 awards annually).

Amount and features

- The value ranges from \$14 000 to \$ 26 600, depending on the duration of the training program.
- Both the merit scholarship and tuition exception awards are based on excellent performance and results during the study project in Québec.

¹ Subject to budgetary approval by the Government of Quebec and ministerial approval of mobility program standards.

Comparing the two programs

	Merit Scholarship	Tuition Exemption
INCLUDED	<ul style="list-style-type: none"> ✓ Tuition exemption for international students; ✓ Medical coverage offered by the Régie de l'assurance maladie du Québec (RAMQ); ✓ Bursary ranging from \$14,000 to \$26,600, depending on the length of the program, to cover the student's living expenses during their training. 	<ul style="list-style-type: none"> ✓ Tuition Exemption for international students.
NOT INCLUDED	<ul style="list-style-type: none"> Ø Immigration process costs; Ø Transport fare to and from Canada; Ø Private health insurance required before the commencement of RAMQ coverage; Ø Fees for liability insurance Ø Training related expenses (e.g. training materials, uniforms, etc.) Ø Other costs related to a stay in Quebec 	<ul style="list-style-type: none"> Ø Bursary; Ø Health insurance coverage; Ø Immigration process costs; Ø Transport fare to and from Canada; Ø Fees for liability insurance Ø Training related expenses (e.g. training materials, uniforms, etc.). Ø Other costs related to a stay in Quebec
FINANCIAL CAPACITY REQUIRED	You must declare that you have a minimum of CAD \$3,000 available for your project	You must declare that you have a minimum of CAD \$15,000 available for your project

Admissibility

- **Not** be less than 18 years of age. There is no upper age limit;
- **Not** be a citizen of **France or Canada**. Applications from member countries of the Francophonie (excluding France and its overseas departments and territories - DOM-TOM), and countries of the leading markets of Asia (China, India, Japan) and the Americas (Mexico, Brazil) will be given priority;
- **Not** have Canadian citizenship or a Canadian permanent resident status or be in the process of obtaining the permanent residence status under the Canadian immigration laws;
- Be outside of Canada at the time of application, until the announcement of the selected candidates;
- Be admitted full-time to a professional training program leading to a DVS (or DVS + AVS) given in a public institution located in Quebec;
- Meet the admission requirements of the desired study program;
- Demonstrate a level of French or English allowing the success of a professional training program²;
- Declare having the minimum financial capacity required.
- **Not** have been a beneficiary of a scholarship for studies of the same level or higher than the DVS in Quebec. In addition, the accumulation of scholarships within the same academic year is not allowed;
- Not having paid a commission to an organization or a third party in order to be accompanied within the framework of the merit scholarship program;
- Not have been found guilty of submitting an application containing fraudulent documents in the past when applying for this program or any other *ministère de l'Éducation* program.

Eligible training programs

This competition is for vocational training beginning in August 2024.

The Merit and Exemption Scholarship programs are intended exclusively for vocational training, i.e., short training focused on learning skills and integrating into the labour market. The scholarship programs are NOT intended for college or university training.

The web platform dedicated to the competition lists the proposed training programs.

The vocational training centers determine which trainings they wish to offer for the merit scholarships programs. To know more about the different trainings, please visit the [Québec métiers d'avenir website](#). Most trainings are prioritised by the Ministry of Education. A 50% ratio of prioritised trainings must be respected in the granting of scholarships and exemptions from supplementary tuition fees. You can find the list of prioritised trainings in **Appendix 1**.

² Achieving a level of proficiency in oral comprehension and oral production of 7 or more on the *Quebec scale of French proficiency levels for adult immigrants* or its equivalent (B2 or more of the *Common European Framework of Reference for languages*) is usually desirable for pursuing a vocational training program. However, it is up to the school board or the government school to determine the level of French and/or English necessary for the successful completion of the vocational training program.

To submit an application

PLEASE NOTE: Multiple applications will be automatically rejected: Only one application per student is accepted and any application submitted for more than one school will be rejected. Candidates must submit their applications by themselves, even if they are helped by a relative. Otherwise, please note that your application could be refused. Applications submitted by agents will not be accepted.

The application process is **free**.

PROCEDURE: From June 6th 2023 to July 28th 2023

- **Eligibility:** Find out if you are eligible to participate in the process (see admissibility above).
- **Register** on the inscription page **from June 6th 2023 only**

For the inscription, be sure to select the option: “**Merit scholarships and exemptions**”. Your application will not be saved if you do not select the correct option!



- **Choice of training program and training center:** Choose your training program and training centre from the list provided (only **ONE** choice is possible).
 - a. **Choice of training program:** The vocational training centers determine which trainings they wish to offer for the merit scholarships programs. To know more about the different trainings, please visit the [Québec métiers d'avenir website](#). Most trainings are « prioritised » by the Ministry of Education. A 50% ratio of prioritised trainings must be respected in the granting of scholarships and exemptions from supplementary tuition fees. You can find the list of prioritised trainings in **Appendix 1**.
 - b. **Choice of training center:** Find out about the various training centers offered by visiting the [Québec Métiers d'Avenir website](#).

Training centers are located throughout the province of Quebec. Make sure that the region to which your training center belongs is suitable for you. Some regions are “prioritized” by the Ministry of Education. In this sense, a ratio of 50% of prioritized regions must be respected in the granting of scholarships and exemptions from tuition fees. The list of priority training courses can be found in **Appendix 2**. Note that recipients are selected for each of the participating regions, whether prioritized or not.
- **Choice of award program:** Choose the award program(s) for which you wish to submit your application (Merit Scholarship **and** Exemption **OR** Merit Scholarship only).
 - a. **Only choose** “Excellence scholarships” if: you are able to declare a financial capacity of more than 3,000\$ but less than \$15,000. You will remain eligible for the possibility of winning a merit scholarship,

including a tuition fee exemption. However, you will not be able to obtain a tuition fee exemption alone, in the event that you are not selected for an excellence scholarship.

- b. **Choose both programs** (“Excellence Scholarships” and “Exemption from tuition fees”) if: you are able to declare a financial capacity equal to or greater than \$15,000. In the event that you are not selected for obtaining an excellence scholarship, you could still have the chance to obtain an exemption from tuition fees alone.

Documents to submit

Prepare your application by ensuring that you complete and attach the following documents to your application:

- ☐ Application form, which includes :
 - Personal informations ;
 - Your motivations, interests and futur projects ;
 - Detailed professionnall background ;
 - Detail of your scholarships or prizes received (maximum 2).
- ☐ A copy of the identification page of your passport ;
- ☐ A copy of your birth certificate ;
- ☐ A comparative evaluation of studies done outside Quebec, if applicable;
- ☐ A copy of all diplomas that you have obtained, along with a copy of all transcripts*;
- ☐ A proof of your academic English proficiency results (TOEFL, IELTS, etc.), or a proof of registration EXCEPT if you have completed at least two years of higher education (university) exclusively in English ;
- ☐ A copy of awards, honours or distinctions received (maximum 2) ;
- ☐ Reference forms completed by different people (maximum 2) (**Appendix 3****).
- ☐ Details of your professional background, along with your CV ;
- ☐ A statement regarding the required financial capabilities;

* Please note that you must merge the documents from each academic program into one SINGLE file before uploading.
For example, your Bac diploma and transcript should be merged into one file.

** Family members and friends cannot act as references

WARNING

Any incomplete, illegible or non-compliant application will be rejected. Any application containing false statements or fraudulent documents will be automatically rejected and the candidate will be eliminated from the current and future competitions.

Evaluation criteria

Every application is analysed by the chosen vocational center. The shortlisted applications are sent to the external selection committee, appointed for this purpose by the partner organization, which evaluates the files again and ranks them on merit. Scholarships and exemptions are offered on the basis of academic excellence and professional background.

Indicators used include, but are not limited to:

- past academic results;
- progression of studies;
- the foreign student's motivations and interests;
- letters of recommendation (if applicable);
- awards and honors (if applicable).

Scores are awarded based on the following criteria:

- Motivation letter (relevance of the project, motivation and quality of language): 30%
- Academic background: 30%
- Awards and distinctions: 5%
- Recommendations: 15%
- Overall quality of application: 20%

The recipients are then determined according to the budget for excellence scholarships that the Ministry of Education grants. Once the budget for the scholarships has expired, tuition exemptions alone are offered to those who have qualified (i.e. who have declared a financial capacity of \$15,000 or more and who have registered for both programs). A maximum number of exemptions may also be offered per year.

Next steps

Consult the 2022-2023 competition calendar on the Québec métiers d'avenir website:

<https://www.quebecmetiersdavenir.com/en/merit-scholarships/>

Please note that the recipients will be informed by the educational establishments in January 2024 at the latest, by e-mail. Éducation internationale will inform the non-recipients at the same time, by e-mail.

The recipients will then be accompanied by *Éducation internationale*, via the *Québec métiers d'avenir* service, and by the person responsible for welcoming them at the vocational training center, in order to plan their arrival in Quebec starting from August 2024.

FOR ALL ADDITIONAL QUESTIONS

Consult the general FAQ, and the FAQ specific to the merit scholarships (in French only*)

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We wish you good luck!

APPENDIX 1

Priorised vocational trainings

Code – French	Name of program in French	Duration (h)	Code - English	Name of program in English
5073	Affûtage	900	-	-
5358	Assistance à la personne en établissement et à domicile	870	5858	Institutional and Home Care assistance
5220	Conduite d'engins de chantier	1095	5720	Construction Equipment Operation
5311	Cuisine	1470	5811	Professional Cooking
5360	Ferblanterie	1605	5860	Tinsmithing
5203	Fonderie	1230	-	-
5254	Grandes cultures	1095	-	-
5288	Horticulture et jardinerie	1335	5788	Horticulture and Garden Centre Operations
5344	Infographie	1800	5844	Computer Graphics
5296	Installation et entretien de systèmes de sécurité	1485	-	-
5266	Installation et réparation d'équipement de télécommunication	1800	5766	Installation and Repair of Telecommunications Equipment
5335	Mécanique agricole	1800	-	-
5298	Mécanique automobile	1800	5798	Automobile Mechanics
5359	Mécanique de machines fixes	1800	5859	Stationary Engine Mechanics
5331	Mécanique d'engins de chantier	1800	5831	Construction Equipment Mechanics
5330	Mécanique de véhicules lourds routiers	1800	5830	Heavy Vehicles Mechanics
5260	Mécanique industrielle de construction et d'entretien	1800	5760	Industrial Construction and Maintenance Mechanics
5267	Mise en œuvre de matériaux composites			Implementation of composite materials
5345	Mode et confection de vêtements sur mesure	1470	-	-

5362	Opération d'équipements et de production	870	-	Equipment and production operation
5297	Pâtisserie	1350	5797	Pastry making
5257	Pêche professionnelle	1605	-	-
5336	Peinture en bâtiment	900	5836	Commercial and Residential Painting
5256	Production acéricole	1005	-	-
5354	Production animale	1215	-	-
5320	Réalisation d'aménagements paysagers	1035	5820	Landscaping Operations
5315	Réfrigération	1800	5815	Refrigeration
5293	Service de la restauration	960	5793	Food and Beverage Services
5195	Soudage-montage	1800	5695	Welding and Fitting
5371	Techniques d'usinage	1800	5723	Machining Technics
5289	Travail sylvicole	900	-	-

APPENDIX 2

Priorised administrative regions

Code of region	Name of region	Code of region	Name of region
01	Bas-Saint-Laurent	09	Côte-Nord
02	Saguenay-Lac-Saint-Jean	10	Nord-du-Québec
04	Mauricie	11	Gaspésie-Îles-de-la-Madeleine
05	Estrie	12	Chaudière-Appalaches
08	Abitibi-Témiscamingue	17	Centre-du-Québec

ANNEXE 3

Formulaire de recommandation

1- Identification du candidat

Prénom et nom

2- Identification du répondant

Prénom et nom			
Courriel ou numéro de téléphone			
Titre/poste et lien avec la ou le candidat	Connaît le candidat (<i>cochez</i>) :		
	Un peu	Plutôt bien	Très bien
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3- Évaluation des aptitudes du candidat

Veuillez indiquer votre appréciation (cochez) :

	Passable	Bon	Très bon	Exceptionnel	Ne sait pas
Résultats ou performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation et persévérance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jugement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sens de l'initiative et leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communication orale/écrite en français	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Veuillez justifier les cotes attribuées et décrire, de manière générale et sur le plan personnel (éthique de travail, aptitudes sociales, réalisations, etc.), le candidat :

Signature du répondant _____

Date _____