What is the QE Scholars program?

The Queen Elizabeth Scholars Initiative is a program funded by Universities Canada, Rideau Hall Foundation and Community Foundations of Canada. In conjunction with Commonwealth Games Canada (CGC), the QE Scholars program provides Brock University Faculty of Applied Health Sciences students with the opportunity to travel abroad to complete an internship, helping build leaders and communities through sport, while receiving a $6,000 scholarship. Working on sport development, sport-for-development and Games-related projects, this internship will address local, national and global sport matters in developing Commonwealth countries.

How does the QE experience fit into academic requirements of 4th year?

In the 4th year of the BSM, all majors must complete 5 credits: any 2.0 elective credits (SPMA or non-SPMA courses) and a minimum of three (3.0) 4th year SPMA credits. All 4th year SPMA courses are classified as major courses and students may select any combination of F or P courses to meet the minimum 3.0 SPMA major/core credits needed.

If taken, the QE Scholars internship (SPMA 4F01 + 4F02 + XPXX) will contribute to fulfilling 2.5 SPMA credits towards a student’s 4th year major requirements. All credits must be enrolled in and completed concurrently (in the same term).

In order to be approved to complete the QE Scholars internship, a student must be a Canadian citizen, must have completed 13.0 credits from the first 3 years of the BSM (including the majority of the core) and must have a 70% major average by April of the year prior to the academic year in which the internship is to be done, with no failed courses.

The QE Scholars internship is offered regularly in the spring/summer (May-Aug), fall (Sept-Dec) or winter (Jan-April) terms; an eligible student may choose to do the internship in any one of the terms (including the summer before or following their 4th year), which best meets their interests and available internship opportunity.

What are the QE Scholars Internship living and scheduling options?

Students are required to complete a 4 month commitment within the internship organization in any one of the normal academic terms listed above. The host organization is also responsible to arrange safe and suitable accommodation on behalf of the student. Scheduling of your actual daily/weekly hours of work is at the discretion of the host organization. Typically, the host organization has the normal expectation of interns performing their positions with the same level of professionalism and responsibility as any employee during the period of your placement with them.
What kind of experience will the QE Scholars program offer?

Internships will occur primarily in developing Commonwealth countries and will relate to sport development, sport-for-development and Games-related projects. A small number of internships will occur in Island nations that are part of an international initiative to develop the sport of rowing.

Through these internships students will enhance their skills, cultural awareness, and understanding of international sport for development and community-based sport programming. The experience will also contribute to the student's intellectual, professional, and personal development by providing opportunities to enhance their knowledge, develop practical work skills, and learn from professionals in the field. A student internship experience such as this can serve as a catalyst to evaluate career directions, provides excellent opportunities for networking, and provides a substantive professional experience for your résumé and references.

How to apply for a QE Scholars Internship

a) Students must first apply to the Department of Sport Management for approval to complete an internship for academic credit. The SPMA 4F01/4F02 Internship Application form, along with the steps required to apply, can be found here - https://brocku.ca/applied-health-sciences/academic-departments/sport-management/student-resources

b) Students must also complete the QE Scholars Application Form, along with the steps required to apply, at the end of this document. Please note, there is a processing fee of $35.00 for the QE Scholars application submission.

c) The Experiential Education Coordinator will notify students whether they have been selected to move forward to the interview phase of the QE Scholarship process. At that time, further instructions will be given regarding the in-person interview process, to be held by the QE Scholars Committee. Upon completion of a successful interview, students may provide a rank-order of the available opportunities, and the committee will recommend a position of best fit.

d) Most internship positions will occur within National Olympic Committees (NOCs) and Commonwealth Games Associations (CGAs) of Commonwealth countries. In the past, NOCs and CGAs in these countries/territories have been active hosting Canadian interns and young sport leaders:

- Barbados
- Botswana
- British Virgin Islands
- Guyana
- Kenya
- Lesotho
- Mozambique
- Namibia
- Saint Lucia
- Samoa
- Seychelles
- South Africa
- St Vincent and the Grenadines
- Swaziland
- Trinidad and Tobago
- Zambia

Read more at cgcsportworks.ca

For further information, contact the Experiential Education Coordinator:
Emily Allan
Brock University, Department of Sport Management
St. Catharines, Ontario L2S 3A1
905-688-5550 ext. 6178, eallan@brocku.ca
Queen Elizabeth Scholars Internship Application

APPLICATION DEADLINE: MARCH 31st for Fall & Winter, DECEMBER 1st for Spring

1) Personal/demographic information (complete the info requested below)
2) If you haven’t already done so, complete and submit the SPMA Internship Application found here: https://brocku.ca/applied-health-sciences/academic-departments/sport-management/student-resources
3) Two letters of recommendation, submitted confidentially via email to Emily Allan, Experiential Education Coordinator, at eallan@brocku.ca
   a) One recommendation must be from a professor in the Department of Sport Management who has taught you (currently or previously), using the attached Internal SPMA QE Scholars Reference Form.
   b) One written letter of recommendation from a professional supervisor or another professor. The letter may not be from a friend, peer or family member. The letter should support your candidacy for the scholarship and comment on the value of your internship experience for the advancement of your academic studies and/or career goals.
4) Write and submit a 1-2 page statement of intent that provides:
   a) A description of the value of an international internship in a Commonwealth country to your academic studies and career goals;
   b) A description of the value you would provide to an organization as an intern;
   c) A summary of your international, cross-cultural or travel experience (if any)

STUDENT CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Name:</th>
<th>Student Number:</th>
<th>Telephone:</th>
</tr>
</thead>
<tbody>
<tr>
<td>E-mail:</td>
<td>@brocku.ca</td>
<td>Personal Email:</td>
</tr>
<tr>
<td>Street:</td>
<td>City:</td>
<td>Canadian Citizen: Y [ ] N [ ]</td>
</tr>
<tr>
<td>Province:</td>
<td>Postal Code:</td>
<td>Date of Birth:</td>
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Please indicate the term(s) in which you expect/prefer to do an Internship (this does not restrict you from changing terms later; this simply gives us an indication of student intentions for the upcoming year)

| Spring/summer 20_____ [ ] | Fall (D2) 20_____ [ ] | Winter (D3) 20_____ [ ] |

Some of the positions in this program may have a rugby component. Have you participated in the sport of rugby in the past? YES / NO (circle one) If so, briefly describe your experience __________________________________________________________

☐ I give the Department of Sport Management permission to charge my Brock student financial account $35 for the QE Scholars application fee.

Please accept this application for consideration for the Queen Elizabeth Scholars Internship.

Student Signature: ___________________________ Date: ___________________________

Please sign and submit this fully completed application to:
Emily Allan, Experiential Education Coordinator,
Department of Sport Management, South Block 300B,
Brock University, St. Catharines, Ontario L2S 3A1

Applications may be submitted in the SPMA Assignment Drop Box outside the department main office.
Queen Elizabeth Scholars Internship
Confidential Internal SPMA Reference Form

Name of Candidate: ____________________________ Name of Referee: __________________________

Describe how you know this Candidate:
__________________________________________________________________________
__________________________________________________________________________

How would you rate this Candidate as a student?

☐ Exceptional ☐ Superior ☐ Average ☐ Below Average

Comments (if any):
__________________________________________________________________________
__________________________________________________________________________

The QE Scholars Program will involve the Candidate living and working in a Commonwealth country which may have very different customs, culture and work-related norms and practices than we are familiar with in Canada. They may, or may not have diligent supervision. They may also find themselves completing their placements in working and/or living conditions below the standard that they would experience in Canada.

Based on your knowledge of the Candidate, please rate them on the following characteristics

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
<th>Unable to Assess</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Candidate has proven to be a self-starter, able to take initiative and work with minimal direction</td>
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<td>The Candidate has shown good judgment and I believe would make sensible decisions in unplanned or unexpected situations</td>
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<td>The Candidate would appear to be open to different cultural experiences and practices</td>
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<tr>
<td>The Candidate has shown the necessary maturity to be successful in an extended overseas placement</td>
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<tr>
<td>The Candidate has demonstrated an ability to adapt and would be able to adjust to changing circumstances</td>
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<tr>
<td>I am confident the Candidate would represent Brock University and SPMA favourably in an international setting</td>
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</table>

Additional comments (if any):
__________________________________________________________________________
__________________________________________________________________________

Do you recommend the Candidate for a QE Scholarship?  ☐ Yes  ☐ No

Signature of Referee ____________________________ Date ____________________________

Note: This report is confidential - the Candidate will NOT see this document. Please submit to Emily Allan.