INDIGENOUS LEADERSHIP OPPORTUNITY YEAR (ILOY)

APPLICANT PACKAGE AND CANDIDATE QUESTIONNAIRE

PART I

INFORMATION AND GENERAL INSTRUCTIONS

1. This package consists of three parts. Part I provides information and instructions about applying to the ILOY program. Part II is a questionnaire to be completed by applicant and Part III is the Indigenous Self-Declaration Form. **These are not Canadian Armed Forces (CAF) enrolment forms.** Read the entire information portion carefully prior to completing the questionnaire. If you do not understand a response section, contact a Military Career Counsellor at your recruiting centre for assistance.

2. Type your responses into the form, or print your responses clearly and legibly in ink. (Do **not** use a pencil). Ensure you answer all sections applicable to yourself.

3. If you are selected in the ILOY competition, you will receive a conditional offer to attend the Royal Military College of Canada (RMC) to complete the one academic year program.

4. Under the terms of the ILOY program you will be enrolled in the CAF as a Regular Force (Reg F) member and will receive full subsidization at the RMC. You will receive a salary and will have rations and quarters deducted from your pay. There are no tuition costs and all mandatory books will be provided.

5. After ILOY, if desired and upon meeting the academic requirements, you have an opportunity to apply for admission to RMC to continue in a degree program or return to your community without penalty.

6. You may voluntarily release from the program at any time during the year.

SECTION A – EDUCATION LEVEL

7. As an ILOY applicant you will have completed, at a minimum, Secondary V, or Grade 12, or GED, by the end of the current academic year in which you are applying to ILOY.

SECTION B – APPLICANTS CURRENTLY ATTENDING CIVILIAN UNIVERSITY OR COMMUNITY COLLEGE

8. This section applies only to applicants who are or have been undergraduate students attending a civilian university or Community College who have not completed an Academic Bachelor's Degree and/or College Diploma.

SECTION C – ACADEMIC HISTORY

9. To assist the Selection Committee in determining your academic suitability for entry into the competition, you are required to provide the Recruiting Centre with official transcripts of your academic results of your High School, CEGEP, or GED Program (all programs attended). Complete this section carefully. A false declaration or omission may constitute a reason to reject your application.

_____	_____	_____
Applicant Number	Surname and Initials	Date

a. Start with your current or most recent academic year of high school, college or university. If you are not presently in school, college, or university, indicate the year of the last course(s) you have attempted and/or completed;

b. List **all** the subjects you are taking (Table 1) or will be taking (Table 2) during this academic year. Ensure you use a full descriptive title of your courses (e.g. Functions and Relations, Honours Algebra, etc.). Indicate the local coding of the course (e.g. MCA551, etc.) in the appropriate column;

c. Enter the marks (preferably as a % grade) of each course reported to you by your school, taking care to be accurate;

d. If you cannot enter a letter or % grade beside a course, explain why (use I for 'incomplete', W for 'withdrew', F for 'failed'); and

e. Complete Table 3 with regard to courses repeated.

10. Students attending academic institutions in foreign countries must provide the Recruiting Centre with a copy of the course outline for each subject. This information is normally available from the institution or local board responsible for education. This is a mandatory requirement.

SECTION D – EXTRA CURRICULAR ACTIVITIES

11. Complete this section to include all extracurricular activities (employment, sports, physical fitness activities, volunteer work, community involvement, et cetera). Please provide as much detail as possible.

SECTION E – MISCELLANEOUS INFORMATION

12. As an ILOY candidate attending RMC, you may receive instruction in your choice of either French or English, during the academic year. You are asked to indicate your present linguistic ability in the English and French languages and to indicate which of the Official Languages you choose to receive instruction in. In addition, please provide your linguistic ability in your Indigenous language, if applicable.

SECTION F – ADDITIONAL INFORMATION

13. The Admissions Committee is seeking additional information in order to evaluate your application for admission to the ILOY Program. A personal statement is a way for us to get to know you a little better and to help us understand your transcripts.

14. In one (1) or two (2) paragraphs up to a maximum of one (1)page, please write a personal statement and tell us a little more about yourself. We would like to learn who you are, why you want to attend the ILOY program this year, and what you are wishing to achieve by attending the ILOY program.

_____	_____	_____
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CONCLUSION

15. All offers for ILOY and continued subsidization are conditional upon the following:

a. That you successfully complete the recruiting process prior to enrolment;

b. That you maintain satisfactory academic results during the current academic year and graduate from high school. If attending a post-secondary institution, you must maintain satisfactory academic results for your current academic program. Canadian Forces Recruiting Group Headquarters reserves the right to determine what constitutes 'Satisfactory' academic results; and

c. That you self-declare as being Indigenous.

16. Other conditions as determined by Canadian Armed Forces requirements may also be stipulated if an offer is made to you.

17. When you have completed the questionnaire portion, detach it from the information portion and submit it to your Recruiting Centre. Applications are to be submitted no later than 15 Feb. The sooner you complete and submit your questionnaire, the sooner your processing can be initiated. **GOOD LUCK!**

_____	_____	_____
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PART II

SECTION A - EDUCATION LEVEL

Highest level of high school education obtained: Grade: _____ Province/Territory: _____

Level of education that will be obtained at the end of the current academic year: _____

SECTION B – ACADEMIC HISTORY

School Name: _____ Diploma/Degree Programme: _____	Years Completed: _____ Month and Year of Graduation: _____
If you are studying and following a co-op program, please indicate: Present term (academic or work):_____ Academic terms completed:_____ Work terms completed:_____ Schedule of remaining terms:_____	
School Name: _____ Diploma/Degree Programme: _____	Years Completed: _____ Month and Year of Graduation: _____
School Name: _____ Diploma/Degree Programme: _____	Years Completed: _____ Month and Year of Graduation: _____
School Name: _____ Diploma/Degree Programme: _____	Years Completed: _____ Month and Year of Graduation: _____
School Name: _____ Diploma/Degree Programme: _____	Years Completed: _____ Month and Year of Graduation: _____

SECTION C – ACADEMIC HISTORY – PROVIDE OFFICIAL TRANSCRIPTS FOR ALL PRESENT AND COMPLETED PROGRAMS

Table 1 – Current Semester (High school/CEGEP, if applicable)
Please list below only those courses that you are presently taking and for which you **have not** provided a copy of the academic transcripts to the recruiting centre.

Title of Course	Local Course Code	Marks	Remarks

Table 2 – Next Semester
Please indicate only those courses in which you will be enrolled in the next semester.

Title of Course	Local Course Code	Remarks

SECTION D – EXTRA CURRICULAR ACTIVITIES

Please provide as much detail as possible.

Employment	
Have you had any part time and/or full time employment during your high school years or post-secondary years?	
If so, how many hours per week have you worked?	

_____ _____ _____

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What jobs/positions have you had?	
Have you been involved with any "Military or Police Leadership Program? Indigenous Summer Programs, Cadets, Junior Rangers, Scouts, Police, etc.". If so, which program?	

Sports and Physical Fitness Activities	
Please indicate how many years of high school physical fitness you have completed.	
How many hours per week have you devoted to practice, sports or physical fitness?	

If you have participated in organized league sports, please state the sport and the level at which you played (high school, club team, etc.)	
What do you currently do to maintain your physical fitness?	
Community Activities	
Which cultural activities or ceremonies do you/have you participated in? (Example: powwows, socials, ceremonial, artistic activities, any role related to the fall hunt, fishing for livelihood, etc.).	

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Additional Activities (i.e.: volunteer work, community involvement,	
In what other activities do you engage that have not been covered in previous questions?	
How many hours do you devote to each of these activities?	
Have you occupied a position of responsibility /leadership in any organized or cultural activities?	
If so, for what were you responsible?	

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SECTION E – MISCELLANEOUS INFORMATION

A) Gender for the purposes of room assignments Male ☐ Female ☐

B) My present language abilities are as follows: (*Complete by checking the appropriate box.*)

	English	**French**	**Additional Languages**
Fluent (Can take all instruction in this language)			
Functional (But cannot take university instruction)			
Limited			
Nil			

C) I am choosing to have my language of instruction for the academic year in:

English ☐ French ☐

SECTION F – ADDITIONAL INFORMATION

To assist the Admissions Committee to evaluate your application for admission to the ILOY Program, we would like a personal statement from you to get to know you a little better and to offer context to your transcripts.

In one or two paragraphs (up to a maximum of one page), please write a personal statement and tell us about yourself. We would like to learn who you are, why you want to attend the ILOY program this year, and what you are hoping to get out of the program.

_____	_____	_____
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We are also interested in learning more about the schooling you have done so far. For example:

- If you chose not to take a science course in grade 12, please tell us what led you to that decision;
- If you struggled in a particular subject in high school or college and how we might be able to support you, if you are admitted to ILOY;
- Tell us about your learning style;
- Describe a challenge you have overcome;
- If you have taken time away from school, please tell us about your experiences during that time.
- Tell us about the support you provided to another student to help them excel in school.

If you had a hard semester where your grades were lower than usual and there was something going on in your life that effected your schooling, it would help us to know more so that we can better evaluate your transcripts.

In short, please tell us about you, why you hope to attend ILOY at RMC, and what you hope to achieve in your time here. We look forward to reviewing your application, and we appreciate the time and energy you will put into preparing this personal statement.

Applicant Number _____ Surname and Initials _____ Date _____

APPLICANT PACKAGE AND CANDIDATE QUESTIONNAIRE

PART III
Indigenous Self-Declaration Form

1. INTRODUCTION

The CAF wishes to ensure that positions intended for Indigenous persons are being filled by Indigenous candidates. To eliminate any confusion which may exist, an Indigenous Self-Declaration form was created to help Indigenous people self-declare.

2. APPLICATION

You are asked to complete this form to determine your eligibility for a position. Signing this section, verifies that all the information provided on the form is true and complete.

Outline why you consider yourself to be an Indigenous person if you do not fit within the four boxes, in the "Additional comments" section.

Providing false or misleading information pertaining to a person's Indigenous affiliation may result in rejection of this application or corrective action.

_____	_____	_____
Applicant Number	Surname and Initials	Date

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DECLARATION FORM FOR PARTICIPATION IN THE ILOY PROGRAM

TO DETERMINE YOUR ELIGIBILITY FOR THE POSITION, PLEASE COMPLETE THE APPROPRIATE SECTION(S) BELOW:

☐ 1. I declare that I am a Status/Registered/Treaty First Nations because of my Indigenous Affiliation with the _____ Nation and my Band/Treaty. Number is _____; or

☐ 2. I declare that I am a non-Status First Nations because of my affiliation with the _____ Nation; If enfranchised by Order-in-Council P.C., please provide the Order-in-council number _____; or

☐ 3. I declare that I am Métis because I am a citizen of the following Métis Nation/Community: _____; or

4. I declare that I am an Inuk because:

☐ I am enrolled as a beneficiary of the _____ Land Claim Agreement, or

Additional comments:

_____ _____ _____

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Affirmation – An Indigenous person is a member of a First Nation, a Métis, or Inuit. Members of a First Nation include status, treaty or registered Indians, as well as non-status and non-registered Indians.

All the information provided herein is true and complete and may be verified. If the information provided is proven to be false, I will have committed fraud, in my application process, and will be dealt with accordingly.

_____	_____	_____
Name (Please Print)	Signature	Date

NOTE: The information you provide on this document is collected for the purpose of verifying eligibility under the program. Personal information will be protected under the provisions of the Privacy Act. Under the Act, you have the right to request access to your personal information, held by a federal government institution, and to request corrections should you believe the information contains errors or omissions.

_____	_____	_____
Applicant Number	Surname and Initials	Date

Vers. 5 December 2022