



**Young Chinese and Asian Professional Association in collaboration with  
Banque Nationale and Montréal Exchange**

**Presents**

**YCPA Recognition Award 2018**

Dear members and friends,

Since its existence, YCPA has the vision to build a strong network of talented individuals who share common goals and values. Our valuable members are the ones who have helped define YCPA and we are proud of who we have become and who we will continue to be. Thus, it is imperative for our association to identify these deserving individuals who enrich our community socially, culturally and economically.

YCPA will hold its fourth edition of the Recognition Award ceremony which will be revealed during the much anticipated Orchid Ball 2018 at the Alexandra Pier. A young professional or entrepreneur, a student and a volunteer will be recognized for their outstanding achievements and their contribution to the Montreal Asian community.

Accordingly, a recognition award will be given to the winner in each of the following four categories: (i) Recognition Award for the Professional or Entrepreneur of the year, (ii) The Finance Recognition Award for Professionals or Entrepreneurs working in the financial industry (iii) Recognition Award for the student of the year and (iv) recognition award for the volunteer of the year. The winners will receive a cash prize of \$500 each and will be featured in our special edition of the prestigious YCPMag magazine.

Eligibility criteria and full details on the application process are provided hereinafter.

We wish to thank our sponsors Banque Nationale and Montréal Exchange to support the leaders of tomorrow.

Good luck to all !

A handwritten signature in blue ink, appearing to read 'Dave Gaudet'.

Dave Gaudet, Vice-President, on behalf of the YCPA board of directors

# RULES AND PROCEDURES

## CRITERIAS FOR ELIGIBILITY

- The candidate must be a member in good standing of YCPA by the submission deadline.
- The candidate can only apply for one of the categories.
- The candidate must submit a complete application package as described in this document.

## MINIMUM REQUIREMENTS

### **Professional :**

- Must hold a bachelor's degree or equivalent (professional title an asset).
- Must have at least 2 years of work experience.
- Must have a permanent place of work in the province of Quebec.
- For the Finance category: the candidate must work in the Finance industry

### **Entrepreneur:**

- Must direct and own a business duly registered in the province of Quebec.

### **Volunteer:**

- Must have, during the last 12 months, done at least one volunteer activity within or on behalf of the Montreal Asian community or be an active volunteer of an association involved in the Asian community of Montreal.

### **Student:**

- Must have been a student or graduated in 2017-2018 in a recognized university program in Quebec

## APPLICATION FILE

All candidates must provide an application file containing the following items.

**1. APPLICATION FORM** (available at the end of this document)

**2. MOTIVATION LETTER**

All candidates must provide a motivation letter (2 page max) containing the following information :

- a. His professional/academic achievements:
  - i. For the professional: description of his career development
  - ii. For the entrepreneur: description of the development of his company
  - iii. For the volunteer: description of his involvement with the Asian community
  - iv. For the student: description of his student achievements and his involvement in his study program
- b. Description of the contribution made to the Montreal Asian community or to the local community.
- c. Description of his leadership skills.
- d. Reasons why the prize should be awarded to the candidate.

## **2. CURRICULUM VITAE**

All applicants must provide a copy of their current CV containing at least their contact information and their professional, volunteer and / or academic path.

## **3. SUPPORTIVE DOCUMENTS**

Candidates may provide up to a maximum of three pieces of support that can highlight their application.

## **4. COMPANY REGISTRATION (CONTRACTOR ONLY)**

The entrepreneur must provide proof of registration of his business with the Registraire des Entreprises.

## **5. LETTER OF RECOMMENDATION (VOLUNTEER ONLY)**

The volunteer must provide a letter of recommendation from a manager confirming that the activities outlined in the nomination have been completed.

## **6. SCHOOL RECORD (STUDENT ONLY)**

The student must provide his last transcript showing his academic average.

## **DEADLINE**

All candidates must submit their application by email to [dave.gaudet@ycpa.ca](mailto:dave.gaudet@ycpa.ca) no later than April 15, 2018.

## **EVALUATION CRITERIAS**

Applications will be evaluated by 3 members of an independent jury (the "Jury"), composed of former YCPA directors, according to the following criteria:

1. Letter of motivation
2. CV
3. Leadership Capabilities
4. Career growth and recognition (professional)
5. Business growth and recognition (entrepreneur)
6. Social Involvement in the Asian community and in the community in general (Volunteer)
7. Academic record (student)

## **TERMS AND CONDITIONS**

1. Candidates may submit their application in French or in English.
2. YCPA reserves the right to release the name and photo of the finalist nominees for the YCPA Recognition Award.
3. The Jury may require any candidate, following receipt of his application, to provide any additional or missing information for clarification purposes.
4. Any current or former YCPA Board Member may not participate in the YCPA Recognition Award.

\* The masculine is used in this text for the sole purpose of simplicity.

*If you have any question, we invite you to contact Dave Gaudet at [dave.gaudet@ycpa.ca](mailto:dave.gaudet@ycpa.ca).*



Personal Information

Full Name

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Last Name First Name

Address

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Street Address Apartment/Unit #

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City Province Postal Code

Home Phone

Alternate Phone

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Email

Date of Birth

---

Professional *(if applicable)*

Current Title

---

Current Employer

University Attended

Date of graduation

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Area of Study

Highest Degree Obtained

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Entrepreneur *(if applicable)*

Name of Business

Business Address

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Street Address Apartment/Unit  
#

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City Province    Postal Code

Quebec Registration  
Number (REQ)

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**Student *(if applicable)***

University

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Area of Study

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GPA or R-Score

Expected Graduation Date

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**Volunteer *(if applicable)***

Organization

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Title

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**Declaration and Signature**

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to a nomination, I understand that false or misleading information in my application may result in the termination of such nomination.*

**Signature:**

**Date:**

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