

**BE OUR
GUEST**

2026



STUDENT BURSARIES

STANDARD OPERATING PROCEDURE (SOP)

**POWERED BY
THE ONTARIO RESTAURANT HOTEL & MOTEL ASSOCIATION
(ORHMA) & OHI - WE ARE HOSPITALITY**



1. PURPOSE

The *Be Our Guest Student Bursaries*, powered by the **Ontario Restaurant Hotel & Motel Association (ORHMA)** and **OHI - We Are Hospitality**, to provide financial assistance to students pursuing studies in hospitality, tourism, or culinary programs. This initiative supports students who have graduated from OHI's *Be Our Guest Program* through secondary school co-op placements or related OHI student initiatives.

This bursary aims to reduce financial barriers, encourage excellence, and nurture the next generation of leaders in Ontario's hospitality industry.

2. OBJECTIVES

The program seeks to:

- Support students demonstrating **financial need**.
 - Recognize **academic** effort and **commitment to the hospitality industry**.
 - Encourage **career growth** and hospitality **industry engagement**.
 - Strengthen **connections** between students and Ontario's hospitality community.
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3. ELIGIBILITY

Applicants must meet **all** of the following:

- Be a **graduate of OHI's Be Our Guest Program**, *OR* be enrolled in a recognized hospitality, tourism, or culinary program at an **Ontario college, university, or technical school**. (Please note, preference will be given to Be Our Guest Students).
- Demonstrate **financial need**.
- Show clear **interest and dedication to a hospitality career** (via work experience, volunteering, or academic goals).

- Be or become a **student member of ORHMA/OHI** at the time of application. To become a member click [here](#).
- Hold an **Ontario Secondary School Diploma (OSSD)** or equivalent.
- Be entering or enrolled in an eligible **post-secondary program** (Diploma, Degree, or Certificate in hospitality-related studies) *OR* get employed into a full-time **hospitality related job**.

Priority of selection and disbursement:

- *1st Priority* – Students who qualify and have **completed Be Our Guest co-op placements**.
- *2nd Priority* – If no eligible Be Our Guest co-op students are identified, then students from the **District School Boards** associated OHI – We Are Hospitality will be considered.
- *3rd Priority* – If no candidates are identified in the first two categories, then the bursary may be awarded to another **qualifying hospitality student elsewhere** in the broader pool.
- *4th Priority* – If no candidates qualify and bursaries remain, the bursaries will be **moved to the following year**.

4. APPLICATION PROCESS

Applicants must submit a **complete bursary package** by the published deadline.

The package must include:

1. **Completed Application Form:** [Click here to fill](#)
2. **Video Submission** (1-minute introduction on “What hospitality means to you”) in MP4 or YouTube format.
3. **Essay** (500–750 words) in PDF or Word format, outlining:
 - a. Career goals and aspirations within hospitality.
 - b. Relevant work or volunteer experience.
 - c. Involvement in hospitality-related courses, school activities, or community initiatives.



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4. Updated Resume.

5. **Proof of Enrollment** in a recognized Ontario post-secondary hospitality program (e.g.: tuition receipt) OR proof of employment in a hospitality setting (minimum 12 months).
6. Any additional documentation requested to confirm **financial need**.

Submission:

All applications to be submitted directly through the online form, and supporting documents must be emailed to info@weareohi.ca

Subject Line: *OHI Be Our Guest Bursary Application 2026*

Key Dates:

1. Applications Open: April 2, 2026
2. Deadline to Apply: June 5, 2026
3. Recipients Announced: July, 2026 (Find updates on the OHI [Website](#))
4. Applications received after the deadline will NOT be considered.

5. SELECTION PROCESS

- A Bursary Committee, appointed by ORHMA, will review all applications.
- Evaluation will be based on:
 - Eligibility and completeness of the application.
 - Demonstrated financial need.
 - Quality of essay and video submission.
 - Academic effort and industry commitment.
- All decisions of the committee are **final**.
- Recipients will be notified directly via email.



6. DISBURSEMENT OF FUNDS

- Bursaries will be awarded in denominations of **\$2,000, \$1,000, or \$500**, depending on available funding.
 - Funds will be disbursed **30 days after** the student begins their post-secondary semester or full-time employment in a hospitality setting.
 - Payment will be made via electronic funds transfer (EFT) to the student or, in some cases, directly to the educational institution.
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7. REPORTING & RECOGNITIONS

- ORHMA will maintain records of all applications and bursary recipients.
 - Recipients may be invited to provide a **short testimonial** on how the bursary supported their studies or career goals.
 - Bursary winners may be **recognized at ORHMA events** and/or in association communications.
 - Bursary winners will be **invited to attend a virtual celebration** after the winners are announced – to meet with the bursary supporters and recognise each winner.
 - Media consent will be requested prior to any public announcement.
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8. REVIEW & PROGRAM UPDATES

The Terms of Reference and this SOP will be reviewed annually by ORHMA to ensure they continue to meet student needs and align with the evolving goals of Ontario's hospitality industry.
