

SKWŪWŪ7MESH ŪXWUMIXW
SQUAMISH NATION

Post-Secondary Education Policy

APRIL 17 / 2018



5.0 ELIGIBLE POST-SECONDARY INSTITUTIONS

Eligible Post-Secondary Institutions are degree, diploma, or certificate granting institutions which are:

- A. Recognized by a province or territory (in Canada or abroad); or
- B. Educational institutions recognized to deliver Post-Secondary Programs by arrangement within an eligible Post-Secondary Institution.

Before applying to a Post-Secondary Institution, the student should check with the EE&T Department to determine if the institution meets the eligibility requirements.

6.0 ELIGIBLE PROGRAMS

A. Eligible programs must meet the following criteria:

- I. Have a grade 12 entry-level requirement (or equivalent);
- II. University College Entrance Preparation Programs, under circumstances as outlined in this policy.

B. Distance or E-Learning Programs

Distance or e-learning programs may be considered for sponsorship pending the submission of an “Exception Letter” which outlines a unique circumstance/opportunity for attending this type of program, along with the required application forms and supporting documentation.

NOTE: Please speak with the EE&T Department to determine if the program you are hoping to attend meets the eligibility requirements as required by INAC.

C. University and College Entrance Preparation Programs (UCEPP)

Note for students applying for assistance for UCEPP students must:

- I. Already be at a level that would allow for the attainment of their necessary Post-Secondary Entry-level requirements.

Students applying for assistance through UCEPP must obtain a statement from the relevant institution (i.e. college or university), which attests that:

- I. The UCEPP will provide the student with the necessary courses to attain the academic level for university or college entrance; and
- II. The student will be eligible for admittance as a student of a regular university or college credit program upon successful completion of the UCEPP.

7.0 SELECTION CRITERIA

The EE&T Department receives limited funding from INAC for the delivery of the Post-Secondary Education and University and College Entrance Preparation Programs (UCEPP). The selection of applicants will be based in order of priority as per the following:

- I. Where there are more applications than funding available, priority for funding will be given to members who have not previously completed a program at the same/ or lower level then the program they are applying for.
EG: If a member submits an application is to be funded for a 2nd Diploma (they have already completed a diploma) and there is limited funding available, priority will be given to a member who has submitted an application, who has not previously completed a program.

Exceptions to the above will be for members who are applying for the same/or a lower level program due to medical reasons - A doctors note will be required.

EG: A member who has a medical condition that requires a career change.

- II. Continuing students that are in good academic standing (students who were provided PSE funding in the most recent academic year, have successfully completed the year and are continuing in their same approved program);
- III. Recent high school graduates (with high academic achievement and clear goals that demonstrate readiness);
- IV. New applicants (who have not received funding from the this program before);
- V. Returning students in good academic standing (students who have stepped out of their Post-Secondary Studies and have a clear plan of how to resume their studies);

- VI. Returning students who were defunded due to poor academic standing (who have renewed commitment and a clear vision of how to successfully complete their Post-Secondary Studies) – must submit a “Personal Education Plan Letter” along with their application explaining their education plan to the Post-Secondary Student Advocate.

8.0 WAITLIST (DEFERRED STUDENTS)

Deferred students are students who met all eligibility requirements for Post-Secondary Education support but are unable to be funded due to financial constraints. Deferred students will be placed on a waitlist in the order in which their application was received. As additional funding becomes available, waitlisted students will be funded in the sequence in which they were waitlisted in accordance to the selection criteria as defined in section 7.0 of this policy.

NOTE: Deferred students must submit a new application by the appropriate deadline for each new academic year.

9.0 APPLICATION DEADLINE

Students must complete and submit the “Post-Secondary Funding Application Form” in Appendix A, including all required supporting documentation, to the EE&T Department by the appropriate deadline:

Deadline: May 1st for a Fall (September) program start date, or,
March 1st for a Summer (May) program start date.

Students are responsible for ensuring that their application form is complete, signed and received by the deadline. Incomplete applications will cause delays or result in ineligibility.

Late complete applications will only be considered if there are sufficient funds available after processing completed applications received on time.

Any application that misrepresents the student’s circumstances, or a spouse’s circumstances (where the student is claiming living allowance in relation to a spouse), will result in denial/cancellation of funding or repayment of funding received.

10.0 REQUIRED DOCUMENTATION

Please note the following documents are required in order for your Application to be considered complete:

- A. Post-Secondary Funding Application (located in [Appendix A](#)):
 - I. Checklist,
 - II. Application Form,
 - III. Academic Release Form, and
 - IV. Automatic Direct Deposit Form & Void Cheque;
- B. Copy of Status Card (both sides);
- C. Copy of acceptance letter from an eligible Post-Secondary Program that will be delivered by an eligible Post-Secondary Institution;
- D. Official Transcripts from all institutions attended (official transcripts are signed and sealed by the institution and have not been opened. Photocopied, scanned or emailed copies and faxes of official transcripts do not meet the reporting requirements for PSE funding).
- E. "Exception Letter" or "Personal Education Plan" letter, if required.

NOTE: Both the Squamish Nation Post-Secondary Education Policy AND the Applications forms are located on the Squamish.net website for your convenience.

receive living allowance.

B. Books and Supplies

Full-time and part-time sponsored students may receive assistance for books and supplies that are required for their program of study. Students must submit:

- I. Course registration documentation, showing how many courses/credits the student is enrolled in; and,
- II. Books & supplies list.

The maximum dollar amount is based on a per course basis:

Each course (3 credits) = \$125

An advance for books and supplies will be issued at the beginning of each new semester once a course registration and book list has been submitted.

Reimbursements for required books and supplies may qualify for reimbursement above the initial advance, pending budget availability, up to a maximum of \$800 per term.

No books or supply expenses will be reimbursed without the original paid receipts.

C. Travel Allowance

Full-Time sponsored students are eligible to applying for travel assistance, and are expected to use the most economical means of travel possible. Students wishing to apply for travel assistance must submit a request for such support along with their funding application form on or before the application deadline. The following applies:

- I. Full-time sponsored students may be eligible for one (1) round trip per academic year to the student's permanent place of residence from the nearest Canadian Post-Secondary Institution which offers the least expensive comparable program that offers the program of studies selected by the student, up to a maximum of \$2,000. Approved travel is determined based on budget availability.
- II. Distance or e-learning students who are required to travel to another location to complete their required exams can be eligible for travel support. Where possible, students should request an accommodation (such as taking the exam in the local school under the supervision of a teacher or school principal) to minimize need for travel.

D. High Cost Programs

Programs that differ a great deal in terms of cost or delivery in comparison with programs that are available locally can only be approved pending budget availability and all documentation is in place. Approving high cost programs or those that are offered at an accelerated pace can significantly reduce the number of applicants who can be sponsored through the Post-Secondary Program in a fiscal year.

E. Summer Programs

May-August courses may only be funded if required and/or the budget allows. Summer sponsorship will be reviewed on a case-by-case basis. The student must fill out an application form, supported by required documentation as per the deadline outlined on [page 6](#).

16.0 EXPENSES NOT COVERED

Post-Secondary funding cannot be provided for the following:

- I. School/program/course assessment fees;
- II. Late registration or late de-registration fees;
- III. Medical & dental fees;
- IV. Parking;
- V. Deferred examinations or rewrites;
- VI. Clothing;
- VII. Printers or printer ink;
- VII. Costly equipment.

17.0 STUDENT INCENTIVES

The EE&T Department offers three types of pending budget availability:

A. Scholarships / Awards

These Incentives may be provided to a maximum of 5% of the total number of students sponsored under EE&T Post-Secondary Program. These awards are competitive in nature and based on academic achievement. Incentives recipients and amounts will be determined upon the submission of official transcripts based on budget availability.

B. Student Lap Tops

To assist with student projects, assignments and research required to be successful in their academic studies, pending budget availability:

- I. First year sponsored students may receive electronic equipment

NOTE: priority is to utilize funds to assist students with tuition, books and supplies; however, in March of each academic year qualifying students will be notified if funds are available for this incentive.

C. Graduation Awards

The EE&T Department believes in recognizing the dedication and efforts of students who graduate from Post-Secondary Programs. The following awards have been established:

- I. One-Year Certificate..... \$300
- II. Trades Apprenticeship Certificate (Red Seal)..... \$600
- III. Two-Year Diploma (Including Graduate Diploma) \$600
- IV. Undergraduate (Bachelor) Degree..... \$1,200
- V. Master's Degree \$2,000
- VI. Doctorate Degree..... \$2,500
- VII. Honorary Doctorate Degree..... \$2,500

Important Restrictions:

- a) Only students who are approved and sponsored from the EE&T Department

IMPORTANT FORMS

To access forms please go to the url links below - (PDF files, hosted on Squamish.net):

APPENDIX A **Application Forms, including Checklist**
<https://tinyurl.com/yd2tyvf8>

APPENDIX B **Monthly Training Allowance Chart**
<https://tinyurl.com/ybladd8n>

APPENDIX C **Tutor Support Form**
<https://tinyurl.com/y9b4ezhq>



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