

Education Policy

Post-Secondary Students Education Program



Effective April 1, 2016

(Free translation of the French version)

Post-Secondary Students Education Program

Guidelines of this education policy replace those of April 2016

1. Introduction

The reason in establishing an education policy is to ensure that a maximum of post-secondary students can benefit from these financial assistance programs, and also to ensure that amounts awarded by Aboriginal Affairs and Northern Development Canada (AANDC) are distributed as equally as possible, according to their requirements.

Here is Maliseet of Viger First Nation (MVFN) Education Policy. The information contained in this document refers to AANDC 2014-2015 national guidelines for the Post-Secondary Student Support Program (PSSSP) and the University College Entrance Preparation Program (UCEPP).

They will be in effect on April 1, 2015.

These guidelines have information about the programs, their criteria and eligibility requirements. AANDC's regional offices can provide further information.

It is important to note that the guidelines refers only to the budgets allocated by the federal government for the PSSSP and UCEPP.

2. Objectives

2.1 Post-Secondary Student Support Program (PSSSP)

The PSSSP aims to improve First Nations employability by providing eligible students the funding needed to have access to education and development opportunities offered by the postsecondary level.

2.2 University College Entrance Preparation Program (UCEPP)

The UCEPP aims to provide financial assistance to First Nations students who take part in a preparation for entry to college or university program offered in Canadian post-secondary institutions therefore to enable them to reach the level of education required for admission to programs leading to a diploma.

2.3 Results

Through these programs, it is expected that post-secondary First Nations students will improve enrollment ratio, school level achievement and diplomas.

Post-Secondary Students Education Program

- Application form for financial assistance (p.1 and 2 completed) and signed proxy.
- Proof of Indian status (your card beginning with 054)
- Your school's admission / acceptance letter.

For the other requested documents (see form« Post-Secondary Student Financial Support Program Application »page 3) they must follow as soon as possible (ex: the most recent school transcript, copies of all diplomas, schedule, etc...).

Important deadlines to respect if you don't want your application rejected

Deadlines for registration :

June 15 for the **fall** session

October 15 for the **winter** session

March 15 for the **summer** session*

***Summer session:** Send in your tuition voucher, proof that you are a full time student.

For all eligible and granted requests, received during the current session, there will be no retroactivity for living expenses.

And;

Attention: if you change program and/or school during the school year, you must notify the post-secondary department agent, in order to obtain a permission and you will have to provide new requested documents (acceptance letter, registration and invoice application for financial assistance)

5. Eligible programs

In the framework of PSSSP and UCEPP, a post-secondary education program is a program of studies:

- For which the completion of secondary school studies, or the equivalent as recognized by the post-secondary institution, is required.
- Offered by a post-secondary institution that is at least one academic year of duration (as defined by the institution).
- Is delivered at an eligible institution (as defined below section6).
- For the PSSP, the program should provide the student with courses needed to reach the academic level required to be eligible for post-secondary programs offered by recognized colleges and universities.

Post-Secondary Students Education Program

- Tutelage , orientation and counseling services for PSSSP and UCEPP enrolled students

Part time students, as defined by the post-secondary institution being attended, may receive assistance for tuition and compulsory fees, and actual cost of books and supplies which are listed as required by the post-secondary institution **but they are not eligible for living allowances or travel costs.**

9. Eligible Tuition

*****From now on, registration fees and tuition will be paid directly to the institution by Maliseet of Viger First Nation so send in your invoices as soon as you receive them in order to avoid late fees ****

Tuition support may be provided under the following conditions. Note that the conditions concerning foreign institutions apply for PSSP students only. Tuition may be provided for UCEP students for Canadian institutions only,

Tuition support may be provide under the following conditions:

In order to be reimbursed, invoices must be sent to us during the current study session (to meet the current study session budget).

- The tuition and mandatory fees normally charged to Canadian students who attend public schools in Canada, or
- Students attending private or foreign post-secondary institutions at the same tuition rate, including compulsory student fees, charged by the private or public Canadian institution nearest to the student's place of residence (i.e. residence at the time of application) which offers the least expensive comparable program, or
- Students enrolled in a foreign institution at the actual tuition rate, including other compulsory student fees charges by the foreign institution, when it is demonstrated that there is no comparable program available at an institution in Canada. Approval from the regional AANDC office must be acquired prior to funding students in such a situation.

With your application, include a copy of your syllabus and/or a description of the program you are enrolled in (course, duration of course, date limit to abandon the course,)

Post-Secondary Students Education Program

180\$/ session for College degree student – original invoice required (must be received during the current study session).

385\$/ session for University degree student – original invoice required (must be received during the current study session).

Fir the summer session 50%, of allocated full session fees, will be granted, original invoice required (must be received during the current study session).

90\$/ summer session at college level and 192.50\$/ summer session at university level.

***Identify correctly your invoices**

12. Travel* (full-time students only)

Full time students (only). The actual cost of a student for a return trip to his home from the closest Canadian post-secondary institution offering the chosen program every 16 weeks (and not exceeding more than two trips/school year)

Full-time students are entitled to a return trip (between their permanent residence and the nearest Canadian Institution offering the same program.) every 16 weeks with a maximum of 2 trips/ fiscal year. The allowed amount will be the most cost-effective transportation. The student must submit an application of approval to MVFN Post-Secondary Education department and submit original receipts.

*Support does not cover moving costs.

13. Living expenses (full-time students only)

For eligible students: Living expenses are financial support which includes: costs related to housing, food, commuting, parking permit and other expenses at the beneficiary discretion. This allowance is paid on the 1st month of study (months only when the student attend classes). Payments will start on the September 1st (for the fall session or January 1st for the winter session) unless student starts his classes before August 15 (proof required) and goes on during the Holidays and school break, and ends according to you study level (ex : April for university and May for college) or according to your program. If you are enrolled in a summer session, payments will not be interrupted.

Should you need to do an internship (paid or not) but is a program requirement, living expenses will go on.

Attention: If one or more documents required by AANDC (see registration form page 3) are missing, living expenses may be retained until you submit them.

Post-Secondary Students Education Program

5. Students enrolled in Levels 1 and 2 may be assisted for up to one additional year per level if such an extension is approved in writing by the institution's dean or department head. Students enrolled in level 3 and 4 may be assisted for up to one additional academic year for medical or personal reasons.
6. Students may be assisted in Level 1 studies after dropping out of Level 2 studies if not previously funded for Level 1.
7. Students who have completed a Level 2 or 3 program, **with or without assistance from this program**, are ineligible for program assistance for lower levels.
8. Student support will not exceed the limits set out in the paragraph above. **Where students change programs with one of the levels or temporarily pauses their studies, the academic years or semesters used for each program within each level will be counted for assistance purposes.** Students who become eligible for assistance and who previously completed a portion of post-secondary studies without assistance from this program may receive assistance for the balance of their program of studies but will not be reimbursed for previous expenses.
9. If the demand from eligible student applicants exceeds the funding available, section 4 (criteria priorities) will apply.
10. Students receiving funding from the PSSSP must declare support received from this program as a source of income when applying for social assistance.

15. Limits of assistance for UCEP

For all UCEP students, the maximum time limit for financial support will be one (1) academic year (as defined by the institution offering the program) from the institution confirming or in the case of part-time students, the equivalent of one academic year. At the end of the first term (or part of the academic year, as defined by the institution offering the program) financial support for them will be subjected to receipt of a statement from the institution confirming the successful completion of the first term.

The support for tuition, books and supplies, travel and living costs for UCEP will be the same as that provided under the PSSSP programs.

Students receiving funding from the PSSSP must declare support received from this program as a source of income when applying for social assistance

Important

IT IS YOUR RESPONSIBILITY TO READ ADEQUATLY AND UNDERSTAND THESE POLITICS TO NOTIFY MVFN'S POST-SECONDARY CHIEF OR AGENT OF ANY CHANGES IN YOUR STATUS.

- Only the person whose name is on the UCEP and PSSSP registration form may request information concerning the student file, a proxy must be signed by the student and send to the education agent to allow a designated person to request and/or provide information related to his file.
- The student must sign a proxy and send it to the Postsecondary Education Officer if he wants to allow a person designated to request and/or provide information relating to his file.

18. Signature

- I, _____ (full name) have read, understood and accepted all the pages included in the Maliseet of Viger First Nation education policy

Signature: _____ Date: _____

****Return only this page** it will be added to your student file****

