

**Chippewas of Georgina Island  
Post Secondary Education Assistance Program  
Policy**

**1. Levels of Assistance**

Assistance will be provided for three levels of post-secondary education.

Level I	College preparatory programs
Level II	Community College Diploma
Level III	University Diploma and/or Degree
Level IV	Advanced or Professional Degree Program, e.g. Master's or Doctoral Programs

Note: May or may not fund students in a private facility. It would be considered on an individual basis.

**2. Eligibility**

- 2.1. Students must be a registered status Indian of the Chippewas of Georgina Island First Nation.
- 2...2 Students residing on and off Georgina Island First Nation lands will be considered on an equal basis for funding.
- 2.3. Students who have successfully completed secondary school and have been accepted into a post-secondary program of studies or who have been accepted as a mature student into a post-secondary program of studies.
- 2.4 Students who have been previously assisted through the Post Secondary Assistance Program and have been accepted into further post secondary programming including a higher level of studies i.e. masters degree program or a new area of study may be funded but will not stand as a funding priority.
- 2.5. Students who need to attend a college preparatory course prior to receiving acceptance in a regular college program.
- 2.6. Applicants in financial arrears with the Chippewas of Georgina Island First Nation will not be considered for funding.

**3. Prioritization of Student Eligibility**

- 3.1 Continuing students who have met policy requirements and expectations as set out in this policy.
- 3.2 Deferred students from last fiscal year because funds were exhausted.

- 3.3 Students who graduate from high school during the preceding year.
- 3.4 Mature students applying to a post-secondary program for the first time.
- 3.5 Students enrolled in a college program or university degree that are enrolled in post-secondary studies, have achieved a passing grade for their program of studies and are continuing in the same program of study.
- 3.6 Students who graduated with a college diploma or university degree in the preceding academic year and are continuing on to begin a new program of studies on a full time basis.
- 3.7 Persons who are enrolled in a part-time post-secondary program of studies.
- 3.8 Persons possessing a college diploma or university degree who are beginning a new post-secondary program of studies on a part-time basis.
- 3.9 Persons who are enrolled in an online or correspondence course delivered by an accredited college or university.
- 3.10 Persons who were previously funded by the Chippewas of Georgina Island First Nation who were unsuccessful or withdrew, and failed to provide a completed Medical Form or similar documentation. Persons in this category will be required to wait one year before re-applying. The applicant must also submit a letter explaining why they were previously unsuccessful and why they think they will be successful this time.

#### **4. Limits of Assistance**

- 4.1 Tuition will be paid only once for any required course or credit. The student will be responsible for payment of the tuition and books for any subsequent attempts. This policy will apply in all cases, except in extreme situations and with appropriate documentation, e.g. completed “medical form” along with a letter to the education committee.
- 4.2 The length of time allowed to complete a program of studies will be defined by the educational institution.
- 4.3 Living allowance rates are subject to change due to availability of funds.
- 4.4 A student may apply to undertake only one program of studies on either a full time or part-time basis during any given academic year.
- 4.5 Students may attend educational institutions in other countries or at private educational institutions but will only receive amounts equal to the amount of

tuition and support provided to students attending programs in accredited provincial institutions.

**5. Full-time Student – Financial Assistance provided for:**

- 5.1 Full tuition which includes registration fees, ancillary fees and other fees which all full-time students registered at the education institution are required to pay. (excludes parking)
- 5.2 The amount of \$400 for University students for required text books and supplies provided at the beginning of each semester. The amount of \$350 for College students for required text books and supplies provided at the beginning of each semester.
- 5.3 Travel is provided at a maximum rate of \$80 per month.
- 5.5 Living allowance is provided at a maximum rate of \$775.00 per month.
- 5.6 All other post secondary related expenses will be considered on a case by case basis and subject to available funding.

**6. Financial Assistance not provided for:**

- 6.1 Parking fees or bus passes.
- 6.2 Travel money to make a trip home during a semester.
- 6.3 Travel money to commute.
- 6.4 Computers (exception – may be considered if documentation can be provided showing that it is a course/program requirement).
- 6.5 Daycare or babysitting costs.
- 6.6 Loans or advances.
- 6.7 Fees for adding or dropping courses.
- 6.8 Living allowance while on a paid co-op placement.
- 6.9 Personal bills, library fines, etc.

**7. Part-time Students**

- 7.1 The only courses eligible for funding are those that are offered by an accredited college or university which specify that completion of Grade 12 or its equivalent

is an admission requirement. General interest courses such as stained glass, woodcarving, gardening etc. will not be funded.

7.2 The definition of part-time student is a student who is classified as part-time by the college or university they are attending.

7.3 The student is eligible for tuition and book costs only.

## **8. Application Procedures**

8.1 Applications can be received in person, via, mail, facsimile, or email. Applications should be made to the Education Manager to the Chippewas of Georgina Island First Nation, RR #2 Box N-13, Sutton West, ON L0E 1R0

8.1.2 Applications must include the following to be considered complete:

- Ⓢ An application for Assistance
- Ⓢ Photocopy of Status Card
- Ⓢ Consent to Request and Release Information Form
- Ⓢ Completed Individual Education Plan
- Ⓢ Tuition Fee Statement
- Ⓢ Secondary School Transcript (for recent high school graduates)
- Ⓢ Letter of Acceptance from the institution applied to
- Ⓢ Evidence of Satisfactory Completion (for returning Post Secondary students)
- Ⓢ Official Transcript (by July 1 of each year, all students must submit to the Education Manager)
- Ⓢ Letter of Permission (if attending more than one institution)
- Ⓢ Verification of Registration
- Ⓢ Progress report and/or Letter of good academic standing (for continuing students)
- Ⓢ Residence Fee Statement

8.2 Students must have their application completed by the deadline that is established on a yearly basis.

8.3 Each application will be reviewed by a post secondary application review committee. This committee will be established through the Georgina Island Education Committee on an annual basis. Recommendations from this committee application review will be submitted to Chief and Council for final decision.

8.4 Applicants must contact the Education Manager prior to July 3 to confirm that all necessary documents have been provided and that the student definitely plans to proceed. The student must also provide their current phone number and address. Failure to do the above may result in the forfeiture of educational assistance.

8.5 Payment of the application fee is the responsibility of the student.

8.6 Applicants must submit a copy of their letter of acceptance from the college or university to the Education Manager by July 3.

**9. Responsibilities of Students accessing the Post Secondary Program**

9.1 Student must adhere to the college or university regulations for full time students and meet the grade requirements set forth by the institution they are enrolled in.

9.2 Student must notify the Education Manager should any circumstances arise which may result in academic difficulties e.g. Health problems. In the case of a health problem a physicians note stating the health problem must be completed by a physician and submitted to the Education Manager.

The student must immediately notify the Education Manager and consult with a counsellor at the institution they are attending if they encounter significant academic difficulty.

9.3 Students must submit regular progress reports and transcripts as they become available.

NOTE: In the event that a student's progress report/transcript is not received, funding may be withheld until report/transcript has been submitted.

9.4 **Change in program.** Students must discuss any changes to their program with the Education Manager. Students wishing to drop a course must do so before the prescribed deadline established by their institution and any refunds must be returned to the Chippewas of Georgina Island.

The addition of courses is the responsibility of the student. Additional courses may or may not be funded by the Chippewas of Georgina Island depending on funding availability.

A complete change in academic program i.e. marketing to tourism management must be fully discussed and approved by the Education Manager. Student may or may not receive continued funding for program changes.

9.5 **Academic suspension or probation.** Students must notify the Education Manager immediately if he or she is placed on academic suspension or probation. Every effort to assist the student will be made by the Education Manager. Student can expect to be placed on a contract and improvements must be made to ensure continued funding.

9.6 The student must immediately notify the Education Manager should they withdraw from the program of studies in which they are enrolled. NOTE: It is also the student's responsibility to notify the educational institution in writing.

10. **What students can expect from the post secondary assistance program.**
- 10.1 When the student has completed the application procedure they will be notified in writing following the review of the Application for Education Assistance.
- 10.2 Applications received after the application deadline will be considered where there is available funding. The Education Manager will fully explain funding situations upon the receipt of each application in writing to each applicant.
- 10.3 Fair and equal treatment of all students.
- 10.4 Information concerning application procedures and program deadlines related to the post secondary program will be provided.
- 10.5 That all personal information will be held as confidential.
- 10.6 The student has the right to appeal in writing to Chief and Council within 30 business days if they do not agree with any decision made regarding his or her post secondary application. Decisions of Chief and Council are final.

**11. Students failing to comply with or meet one or more of the requirements**

- 11.1 Students failing to comply with or meet one or more of the requirements may be required to meet with the education committee to review their circumstances.

The Education Committee may determine that any one or a combination of the following may result:

- i) student will be placed on probation as outlined in section 11.2
- ii) funding will be immediately terminated
- iii) repayment will be required in the case of fraud

The student will be mailed a letter stating the determination of Education Committee.

- 11.2 Students placed on **probation** will be required to do the following:
- i) Submit attendance reports to the Education Manager by the 20<sup>th</sup> of each month. The attendance reports must be signed by each of the students instructors on a daily basis, and show that good attendance is being maintained.
  - ii) Meet with or phone the Education Manager at the time of attendance reports are submitted.
  - iii) Submit progress reports at the set times which show that a passing grade is being maintained for the student's program of study.

**12. Appeal Process**

- 12.1 A student who disagrees with a decision made by the Education Committee may appeal to Chief and Council within 30 business days.
- 12.2 The Chief and Council and at least one member of the Education Committee as determined by the Education Committee will be present at the appeal.
- 12.3 The decision of a Chief and Council will be final.

## **EXPECTATIONS AS A SPONSORED STUDENT BY THE CHIPPEWAS OF GEORGINA ISLAND.**

- 1. As established by the Counsellor/Committee the student must maintain a passing grade in four courses or twelve credit hours per semester.**
- 2. To adhere to college regulations and meet the grade requirements set forth by the institution they are enrolled in.**
- 3. To attend classes regularly as required by their program.**
- 4. To consult with an Education Counsellor at the school should any academic difficulties occur.**
- 5. To provide the Education Counsellor with a copy of their grades within a reasonable amount of time after completion of each semester.**
- 6. To immediately notify the Education Counsellor of any change in their program.**
- 7. Where fraudulent action is discovered said student will be notified of suspension and all monies must be repaid in full prior to continuing any academic program. In addition, where the administrator feels that a crime has been committed the proper authorities will be notified.**
- 8. Failure to comply with or meet the above requirements will result in immediate cancellation of funding and will affect future requests for funding.**