

Tl'azt'en Nation Post-Secondary Support Program

Application Process Information

Authority/Structure

The Education Advisory Committee, Director of the Tl'azt'en Nation Education Department and the Post-Secondary Coordinator shall oversee the administration and Policy of the Post-Secondary Support Program.

Funding Limitations

The objective of the Tl'azt'en Nation Post-Secondary Support Program is to provide all interested Tl'azt'en eligible members post-secondary assistance and is subjected to the funding available to the Tl'azt'en Nation Education Department. Support to T.N members wishing to pursue post-secondary education will be provided within the limits of funds available, in accordance with the Tl'azt'en Nation funding arrangements.

1. Eligible Student(s)

First you will need to determine whether or not you are eligible for support under the Post-Secondary Support Program.

An Applicant:

- Must be a status member of the Tl'azt'en Nation Band
- Must have been a resident of Canada for at least twelve (12) consecutive months prior to the date of their application.
- Must have been accepted by an eligible post-secondary institution in a degree, diploma, certificate, or a UCEP Program.

2. Application Process

Second eligible Tl'azt'en Nation members wishing to receive post-secondary assistance under the T.N P.S.S.P is required to submit a **completed application form**.

ALL INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

Fully completed application forms (New Student Application) and an acceptance, or conditional acceptance, letter from a recognized institution must be received by the T.N Post-Secondary Coordinator by the following deadline dates:

September Intake (Fall Semester): May 01
January Intake (Winter Semester): September 01
(Continuing Students Only) Summer Session (May-August): April 01

All students attending and continuing with Post-Secondary studies must re-apply (Continuing Student Application) for Post-Secondary assistance on a yearly basis. The Education Advisory Committee, along with the Director of Education and Post-Secondary Coordinator will then review applications and notify applicant of either approval or denial of assistance on or after the following dates:

September Intake (Fall Semester): May 15
January Intake (Winter Semester): September 15
(Continuing Students Only) Summer Session (May-August): April 15

3. Eligible Program(s)

A post-secondary education program is a program of studies offered by a recognized post-secondary institution that is at least one academic year in length (as defined by the institution), and for which the completion of secondary school studies (Grade 12), or the equivalent (G.E.D) as recognized by the post-secondary institution, is required.

4. Eligible Institutions

Eligible post-secondary institutions are degree, diploma or certificate granting institutions which are recognized by a provincial or territorial Minister of Education and include educational institutions affiliated with, or delivering post-secondary programs by arrangement within an eligible post-secondary institution.

5. Eligible Expenditures

Eligible expenditures for P.S.S.P and U.C.E.P are: tuition and other compulsory student fees; books and supplies required by the student for their program of study; travel and living allowance for funded student and his/her dependents. Funding may also be used to provide tutorial, guidance & counseling services for students enrolled in PSE programs and for individuals potentially applying to P.S.S.P.

6. Limits of Assistance

Assistance can be provided at four levels of post-secondary education:

Level 1:	Community college and CEGEP diploma or certificate programs;
Level 2:	Undergraduate University programs;
Level 3:	Advanced or professional degree programs, or Masters Programs; and
Level 4:	Doctoral programs

- Financial assistance for tuition, compulsory student fees and required books may be provided to students enrolled in all four levels
- Exceptionally, Level 2 may include assistance, at the Bachelor level, for an additional degree which is used as a prerequisite for an undergraduate degree.
- The duration of assistance will accord with the official length of the program as defined by the post-secondary institution in which the student is enrolled, as long as the student maintains a “satisfactory academic standing”
- Students enrolled in level 1 and 2 may be assisted for up to one additional academic year per level if such an extension is approved in writing by the institution’s Dean or Department head. Students enrolled in level 3 or 4 may be assisted for up to one additional academic year for medical or personal reasons.
- Where students change programs within one of the levels, or temporarily stop their studies, the academic year or semesters used for each program within each level will be counted for assistance purposes.
- Students receiving funding from the P.S.S.P must declare support received from this program as a source of income when applying for social assistance or employment insurance.

Students may choose to pay for any application or registration fees required by the post-secondary institution and will be reimbursed only if **original receipts** are submitted.

7. Funding

To be eligible for **full-time** sponsorship (living allowance, books, tuition, travel) a student must be registered in:

- Minimum of Three (3) courses per semester
- Total of Nine (9) credits per semester
- Maintain a Grade Point Average (G.P.A) of 2.0 or higher per semester

Part time students will have two or less courses and will be eligible for part time funding which includes tuition, books and supplies only.

- Part time students are **not eligible** for living allowance, travel costs or completion bonuses according to the Tl'azt'en Nation Post-Secondary Support Program policy and procedures

8. Student Selection Priorities

The following is a student selection priority list and will be established on the following basis:

1. **Continuing Students-**
 - a. Continuing students currently being funded through PSSP
 - b. Continuing students who reapply
2. **Graduate Students-**
 - a. High school graduates within the last year
 - b. High school graduates and new students
3. **Deferred Applicants-** eligible students, but not funded in the past due to funding restrictions
4. **Recent Post-Secondary Graduates-** students who have successfully completed their Post-Secondary program
5. **New Applicants already studying-** students who have already completed part of their program, but were not previously funded by Post-Secondary Support Program
6. **Returning Students-** students who previously discontinued, withdrew, or were terminated from their program of studies and may seek to return
7. **Part-time students-** students only requesting part-time sponsorship with no living allowance

PLEASE KEEP IN MIND:

- Funding is based on availability
- Deadline dates for applications will be followed each year:
 - September Intake (Fall Semester): May 01
 - January Intake (Winter Semester): September 01
 - Summer Session (May-August): April 01 (Continuing Students Only)

Contact Information:

Georgina Alexis
Post-Secondary Coordinator/Education Manager
P.O Box 2176, Fort St. James, B.C, V0J 1P0
Phone: 250-648-3227
Fax: 250-648-3288
Email: Georgina.Alexis@tlazten.bc.ca

If you have any questions and/or require assistance in any part of the application process please contact Georgina Alexis at the above information provided