



LIL'WAT NATION

POST-SECONDARY FUNDING POLICY

Vision Statement

*"The Education of our People is
the future of our Nation"*

Table of Contents

1. Policy Preface
2. Eligibility Requirements
3. Types of Sponsorship
4. Limits of Assistance
5. Eligible Expenditures
6. Application Process
7. Application & Documentation
8. Academic Probation
9. Termination or Suspension of funding
10. Student Appeal Process & Contact information
11. Appendix 1 - List of Public Post-Secondary Institutions in BC
12. Appendix 2 - Living Allowance Rate Sheet
13. Appendix 3 - Definitions

1. Policy Preface

It should be noted that decisions made regarding the financial support of Band members, who wish to be considered students under the provisions of this policy, will be made in the best interest of the student and are contingent upon the Band's ability to fund education programs. Students should be aware that financial subsidization under this policy is provided to cover most of the costs associated with pursuing a post-secondary education, but that the funding is in no way intended to be a replacement for a wage, salary, or any other income sources. Part-time or casual employment during educational studies in no way disqualifies Band members from receiving financial sponsorship.

2. Eligibility Requirements

Eligibility for Students

To be eligible for Post-Secondary Education financial assistance under the terms of the Mount Currie Band and AANDC Post-Secondary Funding Policies, a student must meet the following eligibility criteria:

- Be a registered member of the Lil'wat First Nation/Lil'wat Nation
- Has resided in Canada for at least 12 months prior to the date of the application
- Be formally accepted into an eligible program of study at an eligible public post-secondary institute in British Columbia (see Appendix 1)
- Meets the Admission Requirements of the Program of Study at the Post-Secondary Institute, which could be specific Grade 12 courses or Grade 12 graduation (School Completion Certificate, Adult Grad Certificate, First Nations Graduation Diploma or Dogwood).
- Must have and maintain a GPA of 2.25 (C/C+ grade average) or according to criteria set by the post-secondary institute
- Has funding months available and does not owe PSE from previous or present education sponsorship
- Submit a completed application form (including all required documentation) on or before the deadline (Appendix 2)

Eligibility for Programs

- 1) Under the PSSSP and the UCEPP programs, an eligible post-secondary education program is delivered at an eligible/accredited post-secondary institution. Public institutions will be given priority – (see Appendix 1)
- 2) Must **require either Grade 12 Graduation/Equivalent OR a Grade 12 course** (ex. English12, Math 12 etc.)
- 3) Must BE at least **one academic year in length** and **lead to a certificate**, diploma or degree
- 4) **UCEPP programs** must provide the student with the necessary courses to attain the academic level for university or college entrance.

***TRADES/TRAINING PROGRAMS**

Examples of trades/training programs are: *Esthetics*, hair, carpentry, etc. Most trades/training programs **cannot** be funded through the PSSSP budget because they:

- **Do NOT** require Grade 12 graduation or a grade 12 course
- Are not at least **one academic year in length**

Eligibility for Institutions

Eligible post-secondary institutions are degree, diploma or certificate granting institutions which are:

- Accredited by a province or territory (in Canada or abroad); or
- Educational institutions recognized to deliver post-secondary programs by arrangement within an eligible post-secondary institution.

Funding will be provided to the institute(s) closest to the student, unless a program of study is not offered in nearby institutions. The student will be responsible for providing documentation stating this.

Public institutes are given priority over private institutes for funding. For private institutions to be eligible for funding, they must be ***registered and accredited*** by Private Career Training Institutions Agency (PCTIA) <http://www.pctia.bc.ca/>. Tuition & fees will be paid to the maximum amount allowable as if the student were attending the closest public institute for books a semester (See *Eligible Expenditures*).

<http://tools.canlearn.ca/cslgs-scpse/cln-cln/reea-mdl/reea-mdl-1-eng.do?nom-name=BC>

3. Types of Sponsorship

Post-Secondary Student Support Program (PSSSP) - *Full-time*

To be considered a full-time student, the applicant must be enrolled in the appropriate course load (at least 60% of full-time course load, which usually works out to 9 credits a semester/term) to allow them to complete program in the approved time frame.

Post-Secondary Student Support Program (PSSSP) - *Part-time*

Part-time students may be supported if their program of studies is at least one academic year in duration and/or leads to a certificate, diploma or degree. Part-time students may receive assistance for tuition/fees, the cost of required books/supplies, and emergency contingency funding. ***Part-time students are not eligible for a living or travel allowance.***

*It is the student's responsibility to notify Ts'zil if his/her status changes from full- to part-time or vice-versa.

Practicums and Co-ops for PSSSP students

If a program has a practicum or co-op requirement, it is the student's responsibility to inform the Advanced Education Manager or Education Coordinator. All requests for living allowances while completing a practicum or co-op will be individually reviewed by the Ts'zil School Board.

Practicums are eligible for sponsorship & living allowance if they are required, supervised and unpaid. A practicum may not exceed more than 20 percent of the total program.

For a Co-op to be sponsored, it must be required and cannot to exceed 50% of an academic term. If the Co-op is paid, the student may not receive a living allowance unless the payment is less than the student's regular living allowance. The student is responsible for providing Ts'zil with this information.

Please see *Appendix 3: Definitions* for more information.

University and College Entrance Preparation Program (UCEPP)

The purpose of UCEPP is to provide financial support to eligible First Nations students to enable them to attain the academic level required for entrance into a certificate, diploma, or degree program. The eligibility requirements for UCEPP are:

- Be accepted for enrolment in a UCEPP at a Canadian post-secondary institution; **or**
- Qualify under the mature student admission requirements of the post-secondary institution; **and**
- Not have been financially supported previously by Post-Secondary Student Program (exemptions to this condition may be made for medical reasons).
- Take the Ts'zil assessments

UCEPP information:

- **There is a one year limit to UCEPP full-time funding.**
- UCEPP full-time students receive financial support for tuition, compulsory student fees, required books, and assistance for living expenses and if eligible, a travel allowance. (See *Eligible Expenditures*.)
- To continue on with the second semester, UCEPP students must receive a letter from their institution stating successful completion of the first semester's courses.
- ***For University College Entrance Preparation Program (UCEPP) applicants only***
UCEPP applicants must also obtain a letter/statement from the Post-Secondary institute of choice that states:
 - The UCEPP program will provide the student with the necessary courses to attain the academic level for university or college entrance, and
 - The student will be eligible to be accepted as a student of a regular university or college credit program upon successful completion of the UCEPP course of studies.

*****Funding is limited and not all students may be funded. Partial funding may be provided. Student applications are specific to one school year.***

4. Limits of Assistance

Levels

UCEPP - University College Entrance Preparation Program

Level 1 – Community College Certificate or Diploma Program

Level 2 – Undergraduate University programs/Bachelor's Degree.

Level 3 – Advanced/Professional Degree or Master's programs

Level 4 – Doctoral programs

Limits of Assistance

1. School funding: Financial assistance for tuition, compulsory student fees, required books/supplies, may be provided to students in all four levels, if approved for Band funding
2. Level Limits: Assistance may be provided to students to complete **one program at each level**.
3. Extra Level 2 Funding: Level 2 may include assistance for an additional degree at the bachelor level which has a prerequisite of an undergraduate degree or undergraduate courses (ex. Teaching credential or Law Degree).
4. Funding Limits: Students will be funded for the official length of the program as defined by the Post-Secondary Institution; as long as the student maintains a GPA of 2.25 (C/C+ grade point average). The general lengths of programs are:

UCEPP – 1 year/2 semesters

Level 1 – Certificate: ***1 year/2 semesters*** or Diploma ***2 years/4 semesters***

Level 2 – Bachelor's Degree: ***4 years/8 semesters***

Level 3 – Master's Degree: General length-defined by Post-Secondary Institution

Level 4 – Doctoral Degree: General length-defined by Post-Secondary Institution

5. Extensions:
 - Students enrolled in Levels 1 and 2 may be assisted for up to *one* additional academic year per level if an extension is approved in writing by the institution's dean or department head.
 - Students enrolled in Levels 3 or 4 may be assisted for up to *one* additional academic year for medical or personal reasons.
6. Changing Levels:
 - Students may be assisted for a level 1 after dropping out of a Level 2 ***if they have not previously been funded for a Level 1***.
 - Students, who have completed a Level 2, 3, or 4 program ***with or without assistance from the PSSSP program***, are ineligible for any financial assistance for lower levels.

7. Change of program at same level: If a student changes to another program at the same level or takes a temporary pause from their studies, the academic years or semesters already used for that level will be counted towards the total maximum length of funding for that level.
8. Newly funded students: Students who become eligible for assistance and who have previously completed a portion of post-secondary studies **without assistance from the PSSSP/UCEPP program** may receive assistance for the balance of their program of studies but will not be reimbursed for previous expenses.
9. Priority Selection Criteria: If the demand from eligible students exceeds the funding available, priority selection criteria will apply. *(See Section 6: Application Process – Priority of Funding)*
10. Declaring Assistance: Students receiving funding from the PSSSP or UCEPP must declare support received from this program as a source of income if applying for social assistance.

5. Expenditures

Eligible Expenditures

Full-time, part-time and UCEPP students are eligible to receive funding for tuition, student fees (except medical insurance) and required books/supplies. This does **NOT** include basic supplies like pens, paper, binder, etc.

Categories of funding may include the following for all funded students:

For all students

- Tuition fees to a maximum of \$4,000 per term
- Book/supply allowance to a maximum of \$1,000 per term, unless a higher amount is required by program. *(Student must supply official documentation from program.)*
- Students taking distance education or e-learning classes, who are required to travel to another location to complete their required exams, can be eligible for travel support.
- Initial professional certification and examination fees.

- Tutoring, guidance and counseling services

For Full-time PSSSP & UCEPP students only

- Living allowance, paid monthly in accordance with rate sheet
- Travel, one-way trip for fall term and one-way trip for spring term - maximum of \$75 for each trip for student and each dependent
- Funding for Emergency Travel - In the event of a death or illness in the immediate family (father, mother, and brother, sister), full-time sponsored students and dependents may be eligible to receive one return trip at the rate of \$75 dollars each way to a maximum of \$150, if funds are available.
- Students receiving funding from PSSSP or UCEPP must declare support received from this program as a source of income if applying for social assistance.

Non-Eligible Expenditures

- Application & assessment fees
- Institution's standard medical insurance
Students **MUST opt out of the institution's standard medical insurance, or it will be the student's responsibility to pay this fee.*

Private, Out-of-Province and International Institutes

Tuition/fees and required books may be paid up to the maximum amount allowable as if the student were attending the closest public institution to their normal residence. (See *Section 5: Expenditures*.) It then becomes the student's responsibility to pay any additional costs, including exchange rates. Sponsorship for private, Out-of-Province or international institutes is contingent upon proof of additional funding.

Full-time Student Living Allowance

Living allowances are expected to cover normal daily living expenditures such as, basic school supplies, food, lodging, and local travel. Living allowances are not expected to cover personal debts incurred prior to or during attendance of post-secondary institutions. This includes, but is not limited to, credit card payments, vehicle loans, outstanding personal debts, and outstanding rental arrears to the Band.

- The maximum level of living allowance is determined by the current TLC Board schedule of Living Allowances (See Appendix 2).
- A student must be a full-time student to receive a living allowance. If a student withdraws from a course during a term, thus resulting in less than 60% of the course load, the living allowance will be discontinued.
- Dependents of a student may only include the student's spouse and those children of the student and the student's spouse and must be living with the student. The division of dependents between the student and the student's spouse for the purposes of calculating the student's living allowance shall be as follows:
 - Where two students are married to each other, and have no dependents, the living allowance for each will be calculated as a married student with employed spouse.
 - Where two students are married to each other and have dependents, one of them will be designated as a married student with employed spouse with dependents; the other will be designated as a married student with employed spouse.

If the spouse's annual income is:

\$2,000 or less	Spouse is dependent of the student
\$2,000.01 – \$7,600	All children are dependents of the student
\$7,600.01- \$12,000	One child is the dependent of the spouse, all others are dependent of the student
\$12,000.01 – \$15,000	Two children are dependents of the spouse, all others are dependents of the student
\$15,000.01 – \$20,000	Three children are dependents of the spouse, all others are dependents of the student
\$20,001 and over	All children are dependents of the spouse

**If claiming dependants, the student is required to provide a copy of their Child Tax Benefit form and their spouse's Income Tax Return/T4 form.*

Students with Permanent Disabilities (See Appendix C: Definitions)

- Students with disabilities may be considered full-time at 40% of the course load if he/she submits one of the following with the sponsorship application:

- a medical certificate;
- a psycho-educational assessment; or
- documentation proving receipt of federal or provincial disability assistance

In addition to the above documentation, the student must meet with his/her academic advisor to create and submit an academic plan/time-line outlining courses to be taken for the duration of the program in order to complete the program.

***Attendance & Living Allowance Deductions (for Ts'zil Students Only)**

Lil'wat Nation places a high value on attendance and punctuality. In order to successfully complete courses, students are expected to attend class every day and arrive on time. For each class that the student does not attend, money will be deducted from his/her living allowance. The amount equals the student's total monthly living allowance divided by the number of classes per month.

On-Campus Student Housing

Living allowances may be used for on-campus student housing – one semester at a time. The student must request this in writing and have a housing invoice sent to Ts'zil at least one month in advance. The cost will be deducted from the student's semester living allowance and paid directly to the college. The remainder of the living allowance will be paid out equally to the student over the semester. Changes in housing must be reported to the Advanced Education Manager or Education Coordinator immediately.

6. Application Process

Application Deadline

Application packages must be received by deadlines below:

For September enrolment:

May 1st

For January enrolment:

October 1st

For inter-session or summer school: Minimum of one month prior to start of a program. Mount Currie Band does not encourage summer school. It suggests that during summer students

should seek gainful employment. Each application for summer classes will be reviewed individually.

Procedures after approval of application

Students will be given the annual schedule for the payment of monthly allowances. Tuition will be paid directly to the institution to which the student has been accepted. Textbooks and supplies will be paid by invoice from the supplier, or reimbursed by receipt from the student. Students must turn in receipts within a 30-day time period for reimbursement. Contingency and travel, if applicable, will be paid with the monthly living allowance cheque.

Priority for funding

Priority will be given to the applicants in the following order:

1. Students who were enrolled in post-secondary studies the previous year and have attained the required GPA of 2.25 (C/C+ grade average)
2. Students who graduated from secondary school or a college entrance preparation program in the preceding year and who are starting a post-secondary program of studies, without a break in their studies
3. Students whose application for financial assistance was deferred the previous year for lack of funds and who are reapplying for post-secondary funding
4. Students who have graduated from Grade 12 and who have not previously received post-secondary funding
5. Students who have completed a level and are continuing on to a program at the next level
6. Band members who are applying for part-time post-secondary studies
7. Students who have previously received post-secondary funding but did not complete their post-secondary program. The circumstances under which a student decided not to continue post-secondary studies will factor in the TLC Board consideration of the application for assistance

**Please note: Late applicants will receive a letter stating they will be placed on a Waitlist in the order in which their application was received.*

Approval of applications by the Advanced Education and Training Manager and/or TLC Board will also depend upon:

- The location of the post-secondary institution – Priority will be given to public post-secondary institutions within British Columbia. Students are expected to attend the nearest institution that offers the chosen program of studies.
- Your academic records – if your records indicate that you have a history of not completing programs or courses, your application will not be considered until all other applications have been reviewed and only then if there are funds available in the current fiscal year. Approval of an application under these circumstances may involve a probationary period.
- Students must have completed the assessment test provided by the TLC Advanced Education Manager.

7. Application & Documentation

Documents due on or before the May 1st Application Deadline

- Completed MCB Sponsorship application by May 1st deadline, including the following:
 - Submit a letter outlining:
 - Career and educational goals
 - Steps taken to achieve university or college entrance
 - Previous experience in the chosen field of study (if applicable)
 - Previous funding and how it has assisted your educational /personal goals (if applicable)
 - An academic plan/time-line outlining courses to be taken for the duration of the program to complete the program
 - Whether you plan on attending part-or full-time
- Official acceptance letter from the chosen university or college
**May be submitted later if not yet received. Final due date July 1*
- Official transcripts from the most recent secondary and/or post-secondary school attended (documenting the completion of program Admission Requirements)
** If in school at time of application, please submit unofficial transcript by May 1 and the final official transcript by July 1*

- Copy of current Status Card (front & back)
- Description of Program of Study (including Admission Requirements) – print from institute’s website
- Bank deposit form with official bank stamp (if receiving a living allowance) signed, dated with email address

Actions to be Taken by Student

- Take the Ts’zil math and English assessment tests in accordance with their career choice. **Dependent on Advanced Education Manager’s discretion*
- Must meet with the appropriate program or First Nations advisor at the chosen institute

**Incomplete applications cannot be reviewed until all missing items are returned & assessments are taken.*

Documents Submitted After Approval

- Submit a *Records Release Form/Contract-Waiver*
- Submit a signed *Post-Secondary Sponsorship Agreement Form*

Academic Probation

A student will be placed on Band-imposed academic probation if the student:

- Is placed on academic probation by their institution of study.
- Has a cumulative GPA of less than 2.25 (C/C+ grade average).
- Receives failing or incomplete marks on 50% of courses.

If placed on Band- imposed probation the student will be required to sign a letter from the Advanced Education and Training Manager. The letter will state that the student’s full-time sponsorship may be removed until the following requirements are met:

- 1) Semester grade point average of 2.25 (C/C+ grade average).
- 2) Complete and achieve a passing grade on all courses the following semester.
- 3) Successfully complete courses or their equivalents, which the student previously failed or failed to complete.

Other Provisions of Academic Probation

- Suspensions shall be in effect for not less than one semester and not more than five calendar years.
- The TLC Board has the power to revoke or change the conditions of any suspension, subject to these guidelines.
- Upon reinstatement following any period of suspension, a student must be placed on academic probation for at least one semester, in accordance with the guidelines concerning academic achievement.

Termination or Suspension of Funding

Conditions for termination or suspension of funding

If the student does not honor the contract they made when they applied for funding, payments to the student may stop. Reasons for terminating funding include:

- Change of status from full-time to part-time without informing the Advanced Education and Training Manager.
- Request from institution related to attendance, conduct or other issues.
- Failure to meet the minimum grade expectations required by the Band or their post-secondary institution.
- Misuse of funding; and/or failure to submit required documents such as transcripts or monthly progress reports.

Attendance Probation - Ts'zil students only

A UCEPP student with poor attendance may be removed from full sponsorship unless attendance improves. The student will be given a fair warning in the following steps:

- 1) Verbal warning.
- 2) Written warning: Letter that must be signed by the student.

- 3) Termination of funding: A Letter stating sponsorship has been withdrawn which must be signed by student.

Student Appeal Process & Contact Information

A student who believes that he/she has been unjustly treated with regard to the application of the *Post-Secondary Policy* has the right to appeal within 30 consecutive days. The student must appeal on his or her own behalf. Appeals by a family member will not be considered.

Procedure

1. The student discusses the issue with the Advanced Education Manager in an attempt to resolve any dispute with regard to the Post- Secondary Policy.
2. If a satisfactory resolution is not achieved and the student wishes to pursue the matter, he/she should discuss it with the TLC Board Chair.
3. If a satisfactory resolution is still not achieved and the student wishes to pursue the matter further, he/she must submit a formal appeal to the TLC Board Chair.
4. The Board Chair will arrange with the Appeal Committee and the student, the date, place and time of the appeal hearing.
5. The Appeal Committee will submit a report on the appeal hearing to the student within 15 business days: the Education Department, Band Council, and the Band office will keep a copy on file.
6. Decisions made by the Appeal Committee will be final.
7. To contact the Board Chair write to:

Ts'zil Learning Centre Board

Attention: Chair

P.O. Box 232

Mount Currie, BC V0N 2K0

Additional Provisions Regarding Appeals

- Every student has a right to appeal an Education Committee decision regarding funding. However, in cases where a student application has been refused based on insufficient funds available in the *Post-Secondary Budget*, an appeal is deemed unnecessary. These students will be prioritized for sponsorship consideration the following academic year.

Amendments to the Policies

- All amendments must be ratified by Chief and Council
- Changes will be sent to current students who are attending post-secondary schooling

Ts'zil Learning Centre

Attention: Advanced Education Manager

P.O. Box 232

Mount Currie, BC V0N 2K0

(604) 894-2300 Telephone

(604) 894-2302 Fax

1 (866) 894-2300 Toll free

lisa.fisher@lilwat.ca

Appendix 1: Public Post-Secondary Institutes in BC

British Columbia Institute of Technology	Burnaby	(604) 434-1610
Camosun College	Victoria	(250) 370-3000
Capilano University	North Vancouver	(604) 984-4966
College of New Caledonia	Prince George	(250) 562-2131
College of the Rockies	Cranbrook	(250) 489-2751
Douglas College	New Westminster	(604) 527-5400
Emily Carr Institute of Art & Design	Vancouver	(604) 844-3800
Justice Institute of British Columbia	New Westminster	(604) 528-5588
Kwantlen University College	Surrey	(604) 595-2015
Langara College	Vancouver	(604) 323-5456
Okanagan College	Kelowna	(250) 762-5445
Native Education College (An IAHLA Institute)	Vancouver	(604) 873-3761
Nicola Valley Inst of Technology (Formerly: Institute of Indigenous Government)	Burnaby Campus Meritt Campus	(604) 602-9555 1(877)682-3300
North Island College	Campbell River/ Courtenay/Port Alberni	1(800) 715-0914
Northern Lights College	Dawson Creek	(250) 784-7527
Northwest Community College	Terrace	(250) 635-6511
Royal Roads University	Victoria	(250) 391-2511
Selkirk College	Castlegar Campus	1(888) 935-1133
Simon Fraser University	Burnaby	(604) 291-4356
Thompson Rivers University (Formerly: University College of the Cariboo)	Kamloops	(250) 828-5000
University College of the Fraser Valley	Abbotsford	(604) 853-7441
University of British Columbia	Vancouver	(604) 822-5111
University of Northern British Columbia	Prince George	(250) 960-6300
University of Victoria	Victoria	(250) 721-8423
Vancouver Community College	Vancouver	(604) 443-8421
Vancouver Island University (Formerly: Malaspina University College)	Nanaimo	(250) 753-3245

Appendix 2: Living Allowance Rate Sheet

Rates for Resourcing Students' Monthly Allowances

*(15.5% increase – approved by Chief & Council – Dec 2014)

Monthly Allowances

a) Single student living away from home	\$1232
b) Married students with <u>employed</u> spouse	\$1232
• With 1 dependant	\$1515
• With 2 dependants	\$1614
• With 3+ dependants	\$1700
c) Married students with <u>dependent</u> spouse	\$1515
• With 1 dependant	\$1614
• With 2 dependants	\$1700
• With 3+ dependants	\$1873
d) Single parent	
• With 1 dependant	\$1515
• With 2 dependants	\$1700
• With 3+ dependants	\$1873
e) Single student living with parents	\$500
• With 1 dependant	\$783
• With 2 dependants	\$968
• With 3+ dependants	\$1141

IMPORTANT:

- Students must take a **full-time course load** to receive a living allowance.
- **Dependents may only include** the student's spouse and those children of the student and the student's spouse AND must be living with the student.
- If claiming dependants, the student is required to provide a copy of the spouse's **income tax return, T4's** and/or **Child Tax Form**.

Appendix 3: Definitions

“Academic Probation” means a period of time during which a student is under strict academic guidelines as a result of low or failing grades.

“Academic Year” means the length of an academic year for a Program of Study as defined by the Post-Secondary Institution.

“Accredited Institute” means a school that has passed the quality tests of an accrediting body. In British Columbia, the accrediting bodies include the Private Career Training Institutes Agency and the Degree Quality Assessment Board. A school must be accredited in order to be eligible for PSSSP/UCEPP funding programs

“At Home” refers to a single student living in a home owned, rented, or leased by their parent, step-parent or legal guardian.

“Away from Home” refers to a single student who lives away from a home owned, rented, or leased by their parent, step-parent or legal guardian or to students who live in self-contained suites, paying fair market rent and their own utilities separately.

“Band Member” means a person whose name is lawfully entered on the Band List. Only Registered Members of Lil’wat Nation are eligible for PSE support through the Policy. Status First Nations individuals who are affiliated with Lil’wat Nation but do not have Band Membership are encouraged to apply for PSSSP/UCEPP funding through the BC Association of Aboriginal Friendship Centres at 1-800-990-2432.

“Common Law” means students who have cohabited with a person in a marriage-like relationship for a period of at least one year (12 consecutive months) as of the first day of classes. *(You may wish to include the documentation your First Nation requires to support this.)*

“Co-op Program” means a program of study which alternates periods of study with periods of work placement. In order for a student to be supported through the PSSSP, the co-op must be required and is not to exceed 50% of an academic term. The co-op placement must be approved by the post-secondary institute as a suitable learning situation.

“Correspondence/distance/online education” are E-learning programs that are supported electronically and can involve both out of classroom and in-classroom education (blended delivery). Content is delivered via the internet, intranet, audio or video tape, satellite TV, and CD Rom. It can be self-paced or instructor led.

“Course Load” means the rate at which the student is currently working in order to complete their program of study.

“Dependent” means a person who is i) under 19 years of age; ii) relies on the student for support, and iii) resides with the student on a full-time basis. Eligible dependents are any dependents for whom the Canada Child Tax Benefit is claimed or whom a benefit is claimed on the income tax return.

STUDENT AID BC ELIGIBLE DEPENDENTS:

Eligible dependents must be claimed on the student’s Canada Child Tax Benefit and/or Income Tax Form AND must meet one of the following criteria:

- For the student’s (and spouse/common-law partner’s) children who are 18 years of age and under, the student must have custody or provide care to the children, who must live with the student/common law spouse for at least 2 full days per week.
- The student’s (and spouse/common-law partner’s) children are permanently disabled, are 19 years of age or older, are fully supported by the student, and are claimed on the student’s income tax return.
- The children are the student’s foster children, and foster parent income is claimed on line 35E and line 68 of the application.

“Dependent Spouse” means a person who is married to the student or has lived with the student as a partner, in a marriage-like relationship, for a period of at least one year prior to the student’s application for post-secondary education support. This person is dependent upon the student and does not receive an annual income in excess of \$20,000.

“Full-time Student” means a student who is enrolled in at least 60 percent (40 percent for students with permanent disabilities) of a full course load for at least 12 weeks in a Program of Study at an eligible Post-Secondary Institution and leading to a certificate, diploma, or degree.

“Full-time Studies” means at least 60 percent of a full course load for a Program of Study offered by an eligible Post-Secondary Institution.

“Good Standing” means successful completion (i.e., student receives credit towards a formal credential, certificate, diploma or degree issued by the governing body of the school) of the course load at the post-secondary institute for each period of study. Lil’wat Nation has high expectations for all students. Students must maintain a 2.25 GPA (C+/C) average in all courses, or risk being placed on academic probation.

“Guardian” is used to identify a person who is charged with the legal right and duty of care for a ward due to the ward’s inability (due to age, or mental or physical inability) to care for himself or herself.

“Guidance and Counseling” means services and programs that promote the personal/social, educational, and career development of students. Services are available through Lil’wat Nation.

“Indigenous Adult and Higher Learning (IAHLA) Institutes” are Aboriginal controlled adult and post-secondary education institutes in BC. IAHLA institute are community based and offer a broad spectrum of programming.

“Internship” means a period of supervised practical experience undertaken after graduation from a program, which is required for licensure or professional practice. Internships are not eligible for funding under the PSSSP/UCEPP.

“Married Students” are either married or in common law relationships. Married students whose marriage or common law relationship ceases are considered to be either independent students or single parent students, depending on whether the student has dependent children.

“Official Transcript” is a copy of a student's permanent academic record, which includes all courses taken, all grades received, all honors received and degrees conferred to a student. An official transcript is prepared and sent by the issuing school with an original signature of a school official. Lil’wat Nation requires sealed official transcripts to support applications for and continuation of PSSSP/UCEPP funding.

“Part-time Student” means a student who is enrolled in 20 to 59 percent of a full course load for a Program of Study at an eligible Post-Secondary Institution.

“Part-time Studies” means less than 60 percent of a full course load for a Program of Study offered at an eligible Post-Secondary Institution. The eligible program of study must be approved for full-time funding in order for students to be funded as part-time students.

“Permanent Disability” refers to a functional limitation caused by a physical or mental impairment that restricts the ability of a person to perform the daily activities necessary to participate in studies at a post-secondary level or in the labour force and is expected to remain for the person’s expected natural life. The student shall provide, with their loan application, proof of their permanent disability in the form of

- a medical certificate;
- a psycho-educational assessment; or
- documentation proving receipt of federal or provincial disability assistance

“Post-Secondary Institution (or “school”) means an accredited Institution that grants certificates, diplomas and/or degrees and is a post-secondary institution recognized by provincial or territorial Minister of Education, or recognized to deliver post-secondary education programs by arrangement within an eligible post-secondary institution. See [Appendix 1](#) for more information.

“Post-Secondary Student Support Program (PSSSP)” The program objective is to improve the employability of First Nation and eligible Inuit students by providing them with funding to access education and skills development opportunities at the post-secondary level.

“Preceptorship”: A period of final work experience required for graduation from an educational program in which the student performs actual clinical or other professional procedures in a real life setting under the immediate supervision of a single fully-qualified practitioner where the duration does not exceed 10 percent of the total program. Students registered in a preceptorship are eligible for support thorough PSSSP/UCEPP provided other requirements are met.

“Program of Study” or “Program” means a program that:

- a) is delivered by an eligible Post-Secondary Institution;
- b) requires the completion of secondary school studies or the equivalent or a Grade 12 course to be admitted into the program and,
- c) is least one Academic Year of duration (as defined by the Institution).

“Practicum” means a supervised and mandatory (required for graduation) portion of an educational program emphasizing the practical application of previously learned theory, methods, skills, professionalism, orientation and ethics in a specialized area of study which does not exceed more than 20 percent of the total program. Students must be supervised and evaluated by the employer while doing productive work (not merely observing) where no remuneration is received.

“Private Institution” means an institution, controlled or managed by a body most of whose members are not selected by a public authority. Private institutions do not receive provincial funding. (Public institutes have first priority. Private Institution tuition will only be funded to the maximum rate set out in the policy/to the nearest public post-secondary institute with comparable programming.)

“Public Institution” means an institution controlled or managed by a body most of whose members are elected or appointed by or under the scrutiny of a public authority. Public Institutions receive provincial funding.

“Self-Paced Programs” are programs designed for completion in a specific time frame but may also be delivered at a reduced course load. All students must complete 100 percent of the course work, though the time required for completion may vary depending on the percentage of course load carried.

“Semester” means a distinct study period, lasting at least 12 to 17 weeks which forms part of a longer program, as defined by a Post-Secondary Institution.

“Single Parent Student” means a student who has never married, or is separated or divorced from a spouse, or who is widowed, and who have legal and/or physical custody and responsibility for supporting their own children at least two days per week during their entire study period. Eligible dependents must be declared on the parent’s Canada Child Tax Benefit or Income Tax Return.

“Tutoring” means the delivery of additional, special, or remedial instruction. Students are encouraged to access tutoring services through the post-secondary institute. Additional services are available through Lil’wat Nation.

“University College Entrance Preparation Program (UCEPP)” provides financial support to eligible students to enable them to attain the academic level required for entrance into a certificate, diploma, or degree program. The UCEPP allows financial support for tuition, compulsory student fees, required books, and assistance for travel and living expenses. There is a one-year limit for UCEPP funding.