P.O. Box 757

Valleyview, AB

T0H 3N0

STURGEON LAKE CREE NATION
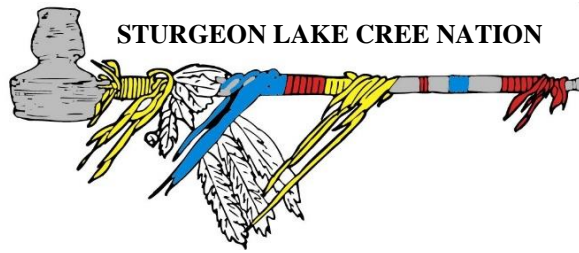
Phone: (780) 524-3307

Fax: (780) 524-2711

Application Guide: Applying for Post-Secondary Funding

Congratulations on taking steps towards furthering your education! The Sturgeon Lake Cree Nation (SLCN) is proud to support our members to access education and skills development opportunities at the post-secondary level. If you are planning to attend a post-secondary program during the upcoming academic year, please read through this document and follow the application process as described here.

Eligibility

To access funding support from the SLCN through the Post-Secondary Funding Program (PSFP), you must:

- Have maintained Canadian residency for the 12 months prior to submitting your application. Exceptions will be:

  i. students who are normally resident in Canada but are residing outside of the country to attend post-secondary school;

  ii. students who are employees of the federal or provincial governments appointed to foreign posts and the dependent children who accompany the employee(s) abroad; or

  iii. students who, under the authority of provincial or territorial child welfare legislation, were placed outside of Canada in a foster home, an institution (e.g. a group home), or through adoption and have returned to Canada.

- Must be a Status Indian who is included in the Indian Registry System as a member of the Sturgeon Lake Cree Nation.

- Must be enrolled in, or accepted for enrollment, in an eligible program of studies in an eligible institution where:

  i. **Eligible institutions** are degree, diploma or certificate granting institutions that are recognized by a province or territory in Canada or abroad; these include education institutions affiliated with, or those that deliver post-secondary programs by arrangement with, a post-secondary institution, as well as First Nations-designated and directed institutions. (See

https://www.canada.ca/en/employment-social-development/programs/designated-schools.html for a list of institutions that may be eligible.)

    ii. **Eligible programs** are those at least eight (8) months or longer that:

        1. require completion of Grade 12 as a mandatory entrance/admission requirement for all students and is at least one academic year and leads to a certificate, diploma, or degree; OR

        2. Are a UCEP/upgrading program that will allow the students to achieve the academic level required for entrance to a post-secondary program (Grade 12 equivalency) within one academic year. Note: students who have previously been enrolled in a post-secondary program of studies are ineligible for funding for UCEP/upgrading.

- Must have maintained satisfactory academic standing within that institution (as per the institution's definition of satisfactory academic standing), if you are a continuing post-secondary student. Students who have been withdrawn from their program of studies by their faculty or institution may not be eligible to reapply for funding for at least one year, and if they do apply after that time their application may be given the lowest priority status.

Application Process

If you meet all of the eligibility criteria and would like to apply for post-secondary funding, here's what you need to do:

1) Submit a **completed** 'Application for Post-Secondary Funding" form by **June 15th**. Completed forms can be submitted:

In person at: Sturgeon Lake Cree Nation Administration Office

By mail to: Post-Secondary Funding Program
                Sturgeon Lake Cree Nation
                P.O. Box 757
                Valleyview, AB T0H 3N0

By fax to: (780) 524-2711

or

by e-mail to: PSFP@sturgeonlake.ca

2) Ensure you have the following **supporting documents** on file by **June 30th**:

- Copy (front and back) of your Certificate of Indian Status (aka "Treaty card").

- Letter of acceptance or proof of registration for the academic year you are applying for funding for.

- Most recent transcripts. If you have not previously enrolled in a post-secondary program, these may be your high school transcripts. If you are completing high school in the year you are applying, you may have until July 30 to submit your transcripts.

- Copies of Certificate of Indian Status or health care cards for any dependent children in your care.

- If your program has any special fees or requirements (e.g. practicum), provide documents from the institution that details the requirements.

Please note that late applications and applications lacking the required supporting documents may not be considered for funding.

What comes next?

We will work to ensure applications are processed in a timely manner and to let you know as soon as possible if your application has been approved or not. Please remember that in order for us to be able to properly determine your eligibility and any amounts you may be funded for, we need to have your application form and supporting documents submitted by the deadlines noted.

Once the document deadline (June 30) has passed, we will compile the information to present to Chief and Council for selections. Applications will be assigned priority numbers as follows:

Priority 1: **Continuing Students**

Students are continuing their studies from the current academic year, without a break.

Priority 2: **Grade 12 Graduates**

Students who have successfully completed their High School education and have been accepted into a post-secondary program.

Priority 3: **Deferred Students**

Students whose application for funding was previously deferred due to lack of PSFP funds and are reapplying for support.

Priority 4: **Returning Students**

Students who have previously completed a post-secondary program and are returning for further studies after a break of one or more years. This includes students who previously chose to withdraw from their studies when they were being funded by the SLCN.

Priority 5: **UCEP/Upgrading Students**

Students who need to complete pre-requisites to pursue post-secondary education and who have been accepted to attend an eligible UCEP/Upgrading program.

Priority 6: **Previous Withdrawals**

> Students who have previously been required to withdraw from a program by the institution AND have not applied to SLCN for funding for a period of at least one year from the time they were required to withdraw. If students are successfully readmitted after being required to withdraw and attend without support from SLCN for one year, their application may then be assessed as a Priority 4.

Once Chief and Council have met and made selections for the academic year, you will receive a letter from SLCN advising you on the status of your application.

If you are approved, the letter will note:

1) The program and institution the funding covers you to attend.
2) The dates your funding covers. This usually follows the program dates you provide on your application but may have been adjusted in the review process if institutional information indicates different start and end dates.
3) Types and amounts of funding to be provided.

In addition to the approval letter you, you will be provided a **SLCN Post-Secondary Funding Program Student Handbook** as well as an "**Acceptance of Funding**" form which you will need to complete, sign, and submit to SLCN by **August 15th**. Sponsorship confirmation will not be provided to institutions nor will funding be released to you until the form is in place.

We regret that due to limits on the funding that SLCN receives to administer this program, we are usually not able to provide funding support through the Post-Secondary Funding Program to all of our applicants. And, even with funding through the program, students may not have all their living and educational expenses covered so we strongly encourage all applicants to also pursue other sources of funding (such as scholarships and bursaries).