



WHITE RIVER FIRST NATION

STUDENT FUNDING

POLICY

April 1, 2014

Approved: Chief and Council

CF AD. A.S.M. J

WHITE RIVER FIRST NATION

STUDENT POST-SECONDARY

Financial Assistance Policy

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W.R.F.N. Student Post-Secondary Financial Assistance Policy

1.0 Objectives:

The objective of the W.R.F.N. Student Post-Secondary Financial Policy is to train W.R.F.N. Beneficiaries to:

1.1 Maximize personal potential.

1.2 To establish procedures on: eligibility, funding levels, length of funding service obligation to W.R.F.N. after graduation, authority for approval of expenditures.

2.0 Eligibility:

To be eligible to receive W.R.F.N. Student Financial Assistance a student must be:

- A W.R.F.N. beneficiary and,
- 17 years of age and over or out of school one year prior to making application and,
- A returning student from the previous year who meets W.R.F.N. eligibility criteria and,
- Beneficiaries who live in Alaska and have a Canadian Indian Status Card can receive assistance.

3.0 Funding:

W.R.F.N. student funding is considered to be a last resort and will apply as follows:

3.1 To access W.R.F.N. student funding an applicant must meet W.R.F.N. eligibility criteria

3.2 Student must have a letter of acceptance from a recognized post-secondary' education institution and be registered in an approved program of studies, diploma, degree, etc.

3.3 Applicant must supply W.R.F.N. with the prescribed letter confirming that the applicant has applied for and received or has been rejected for financial support from all available resources to include:

- a. Y.T.G. (The Yukon Grant)
1000 Lewes Blvd., (Old College Building) Phone 1-800-661-0408
ext: 5929
- b. Canada Student Loans (not for upgrading)
1000 Lewes Blvd., (Old College Building) Phone 1-800-661-0408
ext: 5929

c. Student Training Allowance
1000 Lewes Blvd., Phone 1-800-661-0408 ext:5929

d. C.Y.F.N. (Council of Yukon First Nations)
2166 – 2nd Ave., Whitehorse, YK, Y1A 4P1
Phone 393-9200

3.4 Students are eligible for year-end incentive of one hundred and fifty dollars (\$150.00) providing they attend post secondary school in a twelve (12) credit hours per week course for a minimum of three months, and attend upgrading for a minimum of seven consecutive months and maintain passing grades.

3.5 W.R.F.N. will provide a one time High School Graduation Bonus of one hundred and fifty dollars (\$150.00) to each W.R.F.N. who graduates from high school.

3.6 Full-time students who have been studying since September in a given year will receive a one hundred dollar (\$100.00) Christmas Bonus. This Bonus does not apply to high school students.

3.7 W.R.F.N. will provide funding to be paid directly to the institution for tuition and books after all other funding has been accessed. Post secondary students are eligible to receive a maximum of six hundred dollars (\$600) per semester for books. Students are responsible for keeping receipts. If an amount over the specified rate is spent on books/supplies for the semester, it may be reimbursed provided original receipts are submitted and funding is available. In addition, a list of books from the educational institute is required.

3.8 Students may be eligible for a one time only allowance of one hundred and fifty dollars (\$150.00) for the rental or purchase of special equipment, clothing or supplies relevant to their course. This assistance will be provided if the educational institution specifies in a letter that supplies are necessary.

3.9 If students receive educational assistance from other funding sources, which do not pay tuition and books, W.R.F.N. will pay the cost of tuition and books not to exceed the amount set out in the W.R.F.N. student policy.

4.0 **Post-Secondary:**

Full and part-time is defined as follows:

Full-time - twelve (12) credit hours per week

Part-time - anything less than twelve (12) credit hours per week.

Course must be at least one academic year in duration and lead to a diploma or degree.

Funding:

4.1 Monthly funding for Post-Secondary is as follows:

Single student with employed parent(s)	\$ 500.00
Single student	\$ 1,102.00
Married student with employed spouse	\$ 1,102.00
With one dependent	\$ 1,500.00
With two dependents	\$ 1,600.00
With three dependents	\$ 1,700.00
Plus \$ 50.00 per month for each additional dependents	
Single Parent	
With one dependent	\$ 1,345.00
With two dependents	\$ 1,445.00
With three dependents	\$ 1,545.00
Plus \$ 50.00 per month for each additional dependent	

5.0 Upgrading: (In Whitehorse)

5.1 Full-time is defined as five (5) hours per day for a minimum of seven (7) months per year

5.2 Part-time or full-time students receiving Y.T.G. Training Allowance or Social Assistance will only be funded by W.R.F.N. for tuition and books.

5.3 Upgrading In Beaver Creek:

Students who take upgrading in Beaver Creek can remain on Social Assistance (SA) while attending classes and can apply to Y.T.G. Student Training Allowance to supplement their income.

6.0 Length of funding:

6.1 Funding for full-time upgrading will proceed on a case-by-case basis.

6.2 Diploma programs are not to exceed two and one half years (2 1/2) years from program start date.

6.3 Degree programs are not to exceed five years (5) years from course starting date.

6.4 Graduate studies will be funded on a case-by-case basis.

7.0 Tutorial Support:

7.1 Tutorial assistance is offered only to assist students having difficulty in specific courses of study. Assistance can be provided for up to one-half (1/2) of the course a student is enrolled in for a semester/year.

7.2 Students may receive tutorial support once only for each course. The student needs to provide a letter from an instructor/counselor

stating hours and length of tutoring required.

7.3 Tutorial rates will be to a maximum of twenty-five (\$25.00) dollars per hour.

8.0 Authority:

There may be a Training Committee composed of two Upper Tanana and two Northern Tutchone representatives:

8.1 The committee members shall appoint a chairperson for the Training Committee.

8.2 The committee shall act as an advisory body for the Education Coordinator and Chief and Council.

8.3 Committee shall receive an honorarium of one hundred fifty dollars per day (\$150.00) regardless of the day that meetings take place, preferably weekends, for meetings over a total of 7 hours, seventy five dollars (\$75) up to 4 hours.

8.4 If for any reason the Committee member is not available for meetings, it is up to the Committee member to find a replacement.

8.5 Education Committee meetings shall be scheduled quarterly throughout the year. To attend meetings through Tele-conferencing, Committee members will receive fifty dollars (\$50.00).

8.6 The ETO (Employment and Training Officer) duties shall include:

- a. Administration of post secondary funds and,
- b. To assess and process student applications and,
- c. Offer upgrading and Life Skills in Beaver Creek and,
- d. Develop adult education to include counseling for pre-trades and,
- e. Access and secure all funding sources and,
- f. To contact the schools on a monthly basis to monitor the students' attendance and grades
- g. To monitor and maintain budgets.

8.7 W.R.F.N will not pay reimbursement for any courses taken in the past unless pre-approved by Chief and Council. Pre-approval is required.

8.8 A student receiving W.R.F.N. funding is allowed a one-time only career change. The student must notify the ETO of career changes six months after course registration in the first year of their funding. Once a career change is made and a new career is decided on, funding will be limited to the length set out in the W.R.F.N. policy. A student will not be considered for future funding from W.R.F.N. upon completion of his/her studies.

9.0 Financial Management:

- 9.1 Chief and Council must approve the annual budget for training and education.
- 9.2 Final approval of the annual budget lies with the General Assembly, in accordance with the W.R.F.N. Constitution.
- 9.3 The Coordinator will ensure that expenditures and/or commitments to expenditures do not exceed the budgeted amounts.

10.0 Student Obligations:

- 10.1 Students claiming dependents are obligated (at the request of the ETO) to provide one or more of the following documents as valid proof dependents are in their custody; custody papers, a letter from a doctor/lawyer/clergy, or other official documentation.
- 10.2 If a student drops out of the program the student is obligated to repay the whole sum of money that has been given to him or her by W.R.F.N. and,
- 10.3 If an over payment has been made to a student, the student is obligated to pay back the total amount of over payment to W.R.F.N
- 10.4 A student must maintain a 2.0 grade point average (60%) and submit marks to Education Counselor each semester.
- 10.5 A student must attend classes regularly and provide proper documentation when classes are missed. If proper documentation is not obtained, funds may be terminated.
- 10.6 Students must inform ETO if they plan on dropping out of school or are not returning for their next semester. If the student fails to honor this stipulation, he/she will jeopardize future funding.
- 10.7 Students must sign a consent form allowing ETO to monitor attendance and grades.
- 10.8 Applicants for non-post secondary studies will be accepted at any time of the year.
- 10.9 If an applicant fails to apply for other available funding, and/or fails to disclose acquisition of funds from other sources, W.R.F.N. will deem both of these failures as grounds to reject their application for assistance.
- 10.10 Applications deadlines for post-secondary are as follows:

Fall semester	June 15 th
Winter Semester	October 15 th
Spring/Summer Semester	February 15 th

11.0 Travel:

- 11.1 W.R.F.N. will provide a travel allowance to students who receive W.R.F.N. funding and who are attending classes outside of Beaver Creek. This travel allowance will be for one trip to and from the educational institute they are attending at a maximum flat rate of five hundred dollars (\$500), reimbursed based on original receipts and is from a permanent place of residence. W.R.F.N. will also provide a return trip at Christmas to the permanent place of residence at the same rate.
- 11.2 Special funding may be made available to students who are required to return home for bereavement, emergency, medical and/or any other unforeseeable circumstances. This special funding will not exceed two hundred dollars (\$200.00) for traveling expenses. Special consideration will be made for students traveling outside of the Yukon with prior approval by Chief and Council.