

**RED PHEASANT FIRST NATION  
POST SECONDARY EDUCATION  
POLICY MANUAL**

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**RED PHEASANT EDUCATION AUTHORITY  
POST-SECONDARY STUDENT SUPPORT PROGRAM  
POLICY MANUAL**

**1.0 PHILOSOPHY**

- 1.1 The people of the Red Pheasant First Nation and the Red Pheasant Education Authority believe that each individual has dignity and worth in the eyes of the Creator. They believe that everyone deserves an equal opportunity to a happy and fulfilling life. They believe further, that this success can only come through pursuing the collective right, as established by Treaty obligations, to a Post Secondary education.

**2.0 GOAL STATEMENT**

- 2.1 The Post Secondary Student Support Program (hereinafter referred to as the (P.S.S.S.P.)) supports eligible Red Pheasant Band Members in Pursuing Post Secondary studies in recognized and authorized Post Secondary Institutions.
- 2.2 The objectives of the P.S.S.S.P. are:
- 2.2.1 to encourage and support qualified, eligible students to acquire University, Technical Institute, College or any other recognized post secondary program or institute as approved annually by the Red Pheasant Board of Directors:
  - 2.2.2 to help individuals to develop their individual potential to further their own aims; and,
  - 2.2.3 to enable them to contribute to the progress of the Indigenous community, the province, the country and the global community.
- 2.3 This manual provides policy directions for the administration of the P.S.S.S.P. and, where appropriate, forms the basis for a set of Operating Guidelines for those staff members who administer this program on behalf of members of Red Pheasant First Nation.

**3.0 GOVERNANCE AND ADMINISTRATION**

- 3.1 The Red Pheasant First Nation Education Authority is mandated by the Red Pheasant Chief and Council to assume full and final authority and responsibility for the delivery of Post Secondary Education for Red Pheasant students. The

policies set out in this Manual are those recommended and approved by the Red Pheasant Education Authority Board of Directors.

- 3.1.1 The Red Pheasant Education Authority Board of Directors shall develop and review policies and supervise the administration of programs. There will be annual meetings held for policy review and establishing budget. Other meetings will be held as required.
- 3.1.2 Two student representatives, selected by the Post Secondary student body,
- may participate in the development, review and amendments of the Policy Manual and shall receive indemnity for expenses as stated in 3.2, which shall be meals, accommodations and, travel.
- 3.2 The Red Pheasant Post Secondary Board of Directors shall receive an indemnity for expenses incurred while attending meetings pertaining to Post Secondary Education. The indemnity shall be as follows:
- a. Daily honorarium of \$100.00, and \$125.00 for the Chairman.
  - b. Travel @ \$0.46 per km.
  - c. Meals @ 57.35/day
  - d. Incidentals @ \$ 17.30/day
  - e. Accommodations @ \$ 100.00/day
- 3.2.1 The Board may authorize other Board expenses as the need arises.
- 3.2.2 Indemnity for Board expenses shall be issued upon submission of an authorized expense voucher.
- 3.3 The Board shall meet monthly to review Post Secondary services. The Post Secondary Board of Directors will be responsible for interim policy adjustments, where the policy changes cannot be deferred to the next policy review. The Board of Directors in consultation with the Director of Education shall be the soul interpreter of the policy and policy statements.
- 3.4 The Red Pheasant Education Authority shall be responsible for the delivery of Post Secondary services to Red Pheasant students.
- 3.5 The Authority may enter into agreement with a third party for the delivery of such services. Agreements shall be based upon a mutually established terms.
- 3.6 The Red Pheasant Education Authority shall prepare an annual audited financial statement of the P.S.S.S.P.
- 3.7 Applicants whose application is approved, rejected or placed on the waiting list will be informed in writing of the support approved or for the reasons for

rejecting, as well as the reasons for the applicant being placed on the waiting list. Applicants will be informed within a reasonable time after the deadline date.

- 3.8 Applicants on the waiting list are responsible to confirm their application in order to keep their application active after each term until the June 30 application deadline date. The waitlisted applicants will then be added to the June 30th new applications and they will be prioritized in the proper categories according to policy. This will ensure that active waitlisted applicants will be prioritized according to the date of their original applications.
- 3.9 Students who have been accepted for funding may defer their funding upon proper documentation submitted to Post Secondary Board of Directors for review and approval of the deferral. Only one (1) deferral will be approved throughout the student academic program. A deferral up to one year maybe granted.

#### 4.0 ELIGIBILITY

- 4.1 Each applicant must be a member of the Red Pheasant First Nation and must have been residing in Canada for 12 consecutive months prior to the date of their application for funding.
- 4.2 Applicants cannot be receiving post-secondary funding from another First Nation or any other post secondary source, without the Red Pheasant Post Secondary Board of Directors approval. (Scholarships, Bursaries, and Student Loans are not considered funding for the purposes of this policy.)
- 4.3 The applicant must have completed Grade 12, Senior Matriculation, or its equivalent and met entrance requirements and must have been accepted for enrollment in a post-secondary institution which is recognized and accepted by the Red Pheasant Post Secondary Board of Directors and which offers the program of studies for which she or he seeks funding.
- 4.4 Students who require a specialized program of studies not offered in Canada may apply for funding. Such a request shall be subject to review and approval of the Board of Directors. Funding for post secondary programs outside of Canada will be based on tuition paid in Saskatchewan public institutions for similar programs of study. Students who choose to attend institutes outside of Saskatchewan will have tuition based on Saskatchewan tuition fees. Special circumstances not covered by policy shall be brought to the Board of Directors for special consideration. All payments to students and institutions outside of Canada will be made in Canadian funds.
- 4.5 The applicant must be enrolled in a program of at least eight (8) months duration that leads to a recognized certificate, diploma or degree and which has a

minimum Grade 12, Senior Matriculation or equivalent, as an entrance requirement and whose duration shall not exceed the length of time as agreed to on the student's original application.

- 4.6 In order to be designated as a full-time student, for purposes of funding, the applicant must be enrolled in a minimum of four (4) classes (24 credits) or in a full-time program as determined by an Institute's policies and approved by the Red Pheasant Education Authority. Applicants who are required by the institution to take less than a full program will have their funding pro-rated accordingly.
- 4.7 A student who is entering their final year by May 1<sup>st</sup> and/or any other students who requires only one or two classes available only during intersession/summer session to complete their program **maybe allowed to attend** intersession/summer session with full funding upon application to the Red Pheasant Board of Directors. All decisions shall be at the discretion of the Board of Directors, and shall depend upon the availability of funding. If such classes are taken during a regular semester, any funding provided will be on a part-time basis, and will be pro-rated accordingly.
- 4.8 Funding shall, in all instances, be assessed and approved within the budget for such purposes paid by the Government of Canada or any other funding agency. In the event requests for funding exceed the limits of the budget, applicants will be accepted according to the criteria set out by the Red Pheasant First Nation Post Secondary Policy Manual.
- 4.9 New applications must have been received by the deadline date set out in this Policy Manual. Applications submitted by mail shall be deemed to have been received on the date postmarked on the envelope to determine whether the application was made prior to the established deadline date. Applications shall be considered in order of priority based upon the date of receipt by the Red Pheasant Education Authority. New applications and application by continuing students are not automatic but are subject to the June 30 deadline. The deadline dates are the following:
- a. **Intersession / Summer Session - May to August**  
**January 31** - Send out continuing apps for Intersession/Summer Classes  
**February 28** - Deadline date for New/Continuing Applications  
**March 31** - Deadline date for required documents  
**April 30** - Send out student/institute sponsorship letters for Intersession/Summer
  - b. **Fall Semester – September to December**  
**May 31** - Send out continuing applications for Fall  
**June 30** - Deadline date for New/Continuing Applications

**July 31** - Deadline date for required documents

**August 31** - Send out student/institute sponsorship letters for Fall

c. **Winter Semester – January to April**

**September 30** - Send out continuing applications for Winter

**October 31** - Deadline date for New/Continuing Applications

**November 30** - Deadline date for required documents

**December 31** - Send out student/institute sponsorship letters for Winter

- 4.10 The following documentation is required prior to applications being processed and must be submitted to the office on or before the deadline date. Failure to submit required documentation by the deadline dates may result in delays and/or disqualification from funding.
- a. Status card verification: photo copy of card
  - b. Verification of acceptance at the institute: copy of letter from the institution.
  - c. Dependant verification: dependant children must be residing with the student in order to be considered in the application. A copy of a current Canada Customs and Revenue Agency Child Tax Credit Form must be submitted to the Board of Directors.
  - d. Final registration: an official registration form from the educational institution listing classes in which the applicant is enrolled wants funding.
  - e. Class tracking sheet: upon funding approval, the applicant shall provide the Board of Directors with a list of courses required for completion of the degree, diploma, or certificate.
  - f. Most recent official transcript of course marks.
  - g. Grade 12/GED 12/ABE 12 certificates.
  - h. Program information verifying that the program of studies chosen by the applicant has entrance requirements of Grade 12, GED 12, or ABE 12, and is eight months in length.
  - i. Waiver of access to information for submission to the institute of learning that the applicant will be attending.
- 4.11 All new and continuing students must submit official transcripts of marks and any other required documents to receive/maintain funding after each semester. Failure to do so may result in delay or disqualification of funding.
- 4.12 For the purposes of the Red Pheasant Post Secondary Education Policy Manual, dependant children will be defined as the following:
- a. Biological child(ren)
  - b. Biological child(ren) under the age of 18 years who return to reside with the applicant.
  - c. Legally adopted child(ren)
  - d. Newborn biological child(ren)
  - e. Child(ren) who are under the legal guardianship of the applicant.

- 4.13 Applicants who are Transfer Members to the Red Pheasant Band shall have their post secondary education funding request considered in accordance with their previous post secondary academic record from their original Band.

## 5.0 PRIORITY FOR CONSIDERTION OF APPLICATIONS

- 5.1 All students seeking Post Secondary funding must apply annually by the deadline dates established under clause 4.9. It is understood that students who qualify for funding will be conscientious in pursuing their academic program by attending classes regularly and passing all their classes.
- 5.2 Students who are approved for funding and who attend post-secondary institutions in Saskatoon, must attend an annual orientation session at the beginning of each academic year. The first term book allowance will be distributed at that time. All other students are required to contact the Post Secondary Counselor prior to the beginning of the term for a telephone orientation, after which the book allowance will be released.
- 5.3 Students who qualify in Group 1 shall be the first set of applicants to be considered for funding. Students who qualify as Group 2 shall be considered next in priority and applicants who qualify in Group 3 shall have the last consideration for funding. Further the Board will prioritize students within each group according to the described criteria and in accordance with the terms of the post secondary student support program policy.
- 5.4 At the end of the fiscal year any surplus maybe used at the discretion of the Post secondary Board of Directors, to fund students whose name appears on the waiting list, and are enrolled in classes. This support may include tuition, living allowance, and/or books that the student has paid for themselves. **Those students who receive this surplus funding are not considered continuing students and must reapply by the application deadline date to be considered for any future funding.**

### Group 1

#### Continuing Students

A continuing student will be one defined as follows:

- a. One who is being funded for his or her first degree/diploma/certificate. Students seeking a professional degree including but not limited to, Bachelors of Law, Medicine, etc. where an undergraduate degree is a prerequisite to obtaining the professional degree, are defined as continuing students, on the condition that the student is registered for and returns to full time attendance in the professional degree program for the academic year immediately following graduation from the undergraduate degree program and on the condition that the student has outlined his or her goal

to attain the professional degree in his or her original application to the Red Pheasant Post Secondary Board of Directors. Such a continuing student will be funded up to the completion of the professional degree program as outlined by the institution being attended. Students returning from a leave of absence of one academic year or more are defined as Group 2 students and their funding shall be prioritized accordingly.

- b. One who has registered full-time for the academic year (eight courses/24 credits)

Students who apply for subsequent degree/diploma/certificate shall not be considered as continuing students, but maybe funded on a year-by-year basis if funds are available.

- a. Continuing students will be funded up to the completion of one degree/diploma/certificate. Priority funding will be granted to those closest to completing their program.
- b. Grade 12 graduates entering Post Secondary programs.
- c. Students who have funded themselves for one full academic year towards their first degree/diploma/certificate.
- d. ABE (Adult Basic Education) 12, GED (General Equivalency/Education Diploma) 12. Students who qualify for UEP or Mature Status at any post secondary institute will be required to submit a special request to the Red Pheasant Post Secondary Board of Directors for funding. Those students who are approved and accepted to the UEP program will have a maximum time limit of one academic year to complete the program.

#### 5.4.2 Group 2

- a. Students returning to a program they had previously attended after a leave of absence approved by the Red Pheasant Post Secondary Board of Directors due to reasons other than being Required to Discontinue (RTD).
- b. Students returning to a program other than the one previously attended after a leave of absence approved by the Red Pheasant Post Secondary Board of Directors due to reasons other than being Required to Discontinue. (See 5.4.3.a).
- c. Students seeking a second or subsequent degree/diploma/certificate, other than students described in paragraph 5.4.1a, who are seeking a professional degree.
- d. Students who have previously graduated from a Private Institute.
- e. Continuing students who transfer from a University or Technical College to a Private Institute during their funding. Such students who transfer to a Private Institute will have a tuition limit imposed based on the amount of funds previously allocated by the Board of Directors. The original application will also be used to determine the length of time a student is to be further funded.

#### 5.4.1.1 Group 3

##### Required to Discontinue (RTD)

- a. Students not obtaining approval of the Board of Directors for any leave of absence will be categorized a Required to Discontinue (RTD). Students who were required to discontinue and whom the institution, has readmitted, will be responsible for the first term tuition. If approved for funding such students may be provided with a living allowance and books. Students must provide evidence of tuition payment having been made before living allowance and book allowance are provided.
- b. Upon successful completion of Term 1, full funding will be reinstated, upon the applicant providing written proof of marks achieved by way of official transcripts from the institution being attended.
- c. Students on the waiting list who receive funding during the course of the year are not considered continuing students.

## 6.0 LIMITS OF SUPPORT

- 6.1 Support for Post Secondary Education expenses will be provided for the four levels of Post Secondary Education and limits are placed on the duration of support according to the level or program the student is enrolled in:

**Level 1** -Community College/Technical Institute/Private Institute (Institute's duration of program)

**Level 2** -Undergraduate Program. E.g., B.A., B.E.D., B.Sc. (Institute's duration of program)

**Level 3** -Professional programs. E.g., M.D., LLB (University's duration of program)

**Level 4** -Graduate programs (University's duration of program)

- 6.2 **Approved funding will be limited to the completion of their first degree/diploma/certificate. Subsequent funding will be based on criteria established in 5.4 of the policy manual.**
- 6.3 Upon written application to the Board of Directors, and upon written approval by the Board of Directors continuing students may be permitted to take a leave of absence from school for one academic term (4 months) or one academic year (8 months) and retain their funding status providing the Institute allows the student to continue. Student requesting a program or institute change prior to the

completion of the original degree or certificate program, will be required to make special application and justify the request to the Board of Directors.

- a. A change in program may affect the length of funding, and or transfer of credits.
- 6.4 Under no circumstances will the Red Pheasant Post Secondary Board of Directors provide any form of retroactive funding. The definition of retroactive funding for the purpose of this policy manual refers to any request for funding after a semester has been completed. In the event that a student applies for funding while attending classes for the applicable semester, such application for funding shall not be deemed to be a request for retroactive funding.

## 7.0 CATAGORIES OF SUPPORT

### 7.1 General

For those students approved for funding, the Board will pay the following fees: tuition, registration, compulsory tutorials, labs, initial professional certification fees, examination fees and or any costs required by the institute for the completion of the program. Tutorial support is dependant on the availability of funds. Tuitions fees will not be reimbursed to students who have not been approved for funding. All applicants shall be notified when an application is approved.

### 7.2 Book Allowance

Approved students will receive a book allowance of \$300.00 per term. The post secondary counselor may approve requests for a higher book allowance if original receipts accompany such requests.

### 7.3 Tutor Assistance

Students who require tutorial services will be asked to provide the following required document:

- a. a written request form from the student for tutorial support;
- b. the professor or other appropriate faculty member attesting to the need for a tutorial;
- c. the proposed tutor providing his or her name and address;
- d. outlining the length of time the tutorial assistance is required and the cost per hour.

7.3.1 Funding for tutor services shall be limited to a maximum of \$ 250.00 per student per semester.

- 7.3.2 Tutorial support payments shall be made directly to the tutor upon invoicing and verification of the service provided.
- 7.4 **Travels and Relocation**  
Students will not be supported for travel and relocation assistance.
- 7.5 **Part Time Study**  
7.5.1 Students enrolled in part-time studies as defined by the Policy Manual shall be eligible for tuition and books assistance only. The application deadline dates as outlined in 4.9 of this policy manual shall not apply to such students. Funding will be based upon the availability of budgeted funds.
- 7.6 **Correspondence or Distance Education Courses**  
7.6.1 Students enrolled in part-time correspondence or other distance education courses and who do not qualify as full time or part time students as defined by the Policy Manual, may apply for tuition fees and book assistance.
- 7.7 **Living Allowance**  
7.7.1 The living allowance allocated is intended to reimburse the applicant for costs as food, damage deposit, transportation, clothing, daycare, and housing.  
7.7.2 The amount of living allowance permitted per student shall be subject to ongoing review by the Post-Secondary Counselor and the Board of Directors. The adequacy of the rate structure (see Appendix A) will be reviewed annually by the Post Secondary Board of Directors.
- 7.8 **Special Needs Students**  
7.8.1 Requests by students with special needs (e.g., the physically challenged) for additional assistance related to their post-secondary programs will be considered on an individual basis.
- 7.9 **Special Contingency**  
7.9.1 Depending upon the availability of funds, contingency awards maybe granted as follows:  
a) Graduation awards. (See Appendix A)  
b) Practicum. A one-time grant of four hundred dollars (\$400.00) to defray costs of a practicum may be approved. The practicum must be a required part of the student's program. In the event that there are a number of required practicums, the student must choose the practicum for which she/he wishes to receive this grant.  
c) Research grants may be available depending upon the availability of funds for students pursuing Masters or Post-Graduate programs.

All applications for research grant funding must be accompanied by documentation from the institution describing the requirements of the program and anticipated funding requirements.

#### 7.10 Advances

7.10.1 Advances will be made to students and/or their dependants living with them, for glasses / contacts where costs are to be recovered from the living allowance in the next term and payment is made directly to the optometrist.

7.10.2 With the exception of December and January, funding allocated to students shall be direct deposit to the student's bank account on the third last banking day of each month.

7.10.3 Damage Deposit will be authorized upon documentation from the Landlord and will be sent directly to the Landlord. The damage deposit repayment will be deducted during the course of the academic year.

7.11 If misuse of funding is suspected (refer, also to 8.1) the student will be notified by mail. If there is no response from the student within fourteen (14) days of the mailing of the written notification, funding will be terminated.

### 8.0 ACCOUNTABILITY

8.1 Every effort will be made by the Red Pheasant Education Authority to recover overpayment to students who misuse funding by not fulfilling the terms of the P.S.S.S.P., or who misrepresent their dependent or program status on the application or other required documentation. **Upon the Board of Directors determining a breach of the P.S.S.S.P by an applicant, the student will be notified in writing of the decision of the Board of Directors and all funding will be terminated.**

8.2 Students will be responsible for repaying costs for any classes from which they withdrew for reasons other than a certified medical reason acceptable to the educational institution the student was attending. The institutes they attend must accept these medical reasons and be approved by the Red Pheasant Post Secondary Board of Directors.

- 8.3 Any over-payments of living allowance, tuition, books, will be deducted from the monthly living allowance before the end of the present term or by a repayment schedule approved by the Board of Directors.
- 8.4 A medical withdrawal may apply to one or all classes in which the student has registered for that term in question. **Living allowances of students with medical withdrawals will be pro-rated in relation to their remaining classes.**
- 8.5 Students who withdraw for medical reasons with the Board of Directors granted approval would remain on the continuing student list.
- 8.6 Students who are required to withdraw from all classes for medical reasons will be ineligible for funding for the next consecutive school term. Such students will require a letter from a physician confirming the health status of the student as part of the student's application.
- 8.7 Upon submission of medical documentation students may be granted one medical leave during their post-secondary program. Only in exceptional circumstances will requests for further medical leave be considered. Before a student can reapply for funding a letter from the Physician/Therapist confirming that they believe the student is healthy enough to continue their studies.

## 9.0 APPEALS PROCESS

- 9.1 Each applicant has a right to appeal decisions with respect to interpretation of the policy, and with respect to funding eligibility, other than where a student application for funding has been refused on the basis that available funds are fully committed.
- 9.2 If a student is considering an appeal, she or he must discuss the matter first with the post secondary counselor.
- 9.3 If the matter remains unresolved after discussion with the counselor, the student may then appeal the matter in writing to the Red Pheasant Education Authority Board of Directors. The Board of Directors will review the appeal and its decision will be final.
- 9.4 The following procedures shall be follow in launching and dealing with an appeal:
  - a. A written Notice of Appeal stating the reasons for appeal and providing the Board with any written materials not previously submitted shall be

- delivered to the Post Secondary Education Counselor at Clifford Wuttunee School within ten days of the decision appealed from.
- b. All such documents accompanying the Notice of Appeal shall be delivered to the Post Secondary Education Counselor between the hours of 8:30 a.m. and 4:00 p.m. on any business day during the appeal period. If the appeal period ends on a Saturday or Sunday, the appeal period shall be extended to the next business day.
  - c. All Notices of Appeal must be in writing and may be delivered to the Post Secondary Education Counselor along with any accompanying written material by regular mail, facsimile, email, or personal delivery. Any Notice of appeal delivered to the Post Secondary Education Counselor by regular mail shall be considered received at Clifford Wuttunee School seven days following the post-marked mailing date.
  - d. Within seven days following the service of the Notice of Appeal upon the Post Secondary Education Counselor an Appeal Panel shall be established, consisting of one person chosen by the Board of Directors, one person chosen by the Appellant, and a third person chosen by the representative of the Board of Directors and representative of the Appellant.
  - e. Appeals shall be heard on the same date as the next regularly scheduled meeting of the Board of Directors, following service of the Notice of Appeal upon the Post Secondary Education Counselor unless the Appellant and the Board of Directors mutually agree upon a later date.
  - f. Following hearing of the Appeal, The Appeal panel shall render a decision in writing within three working days. The decision shall be provided to the Appellant and the Board of Directors by regular mail, facsimile, e-mail or personal delivery.
  - g. The student shall have the right to attend the appeal hearing in person or be represented by a designate, but no professional legal counsel will be permitted at appeal hearings.
  - h. There shall be no further right of appeal from the decision of the Appeal Panel.

## 10.0 CONFIDENTIALITY

- 10.1 The Board of Directors shall have access to all student files and information that shall be dealt with by the Board of Directors in accordance with the current federal and provincial privacy protection legislation.

## APPENDIX A

LIVING ALLOWANCE RATES:

Basic Monthly Living Allowance Rate: \$840.00

Student:

With 1 dependent	\$1,108.00
With 2 dependents	\$1,268.00
With 3 dependents	\$1,418.00
\$50.00 per month for each additional dependent	

## GRADUATION AWARDS:

Graduation Awards will be disbursed in accordance with the following schedule, and will be a once only payment for each category.

## Graduation Award:

Certificate/Diploma	\$ 500.00
Under Graduate Degree	\$ 500.00
Masters/Doctorate Degree	\$ 500.00

## Appendix B

The Post Secondary Board of Directors upon the availability of Funds provides the following scholarships, bursaries and recognition awards.

## Scholarships:

1. The Red Pheasant Education Authority may grant two Scholarships, each worth \$ 500, to two deserving students entering post secondary programs who meet the following criteria:
  - a) have completed an academic Grade 12;
  - b) are enrolled in a program leading to a university degree;
  - c) are persons of good character, who have demonstrated:
    1. good citizenship, either on reserve, in a large community, or both;
    2. a willingness to lead;
    3. an interest in the culture, traditions, and history of their people.

\*\* A student's Grade Point Average will be determined by the Required Courses of Study to obtain a Grade 12 Diploma.
2. In the event that a student who is granted a scholarship withdraws from his/her university program before or during the first year of studies, he/she shall immediately become responsible to payback the amount granted or the Post Secondary Board of Directors shall determine such lesser amount.
  - 2.1 Should the student apply for funding again in the future, without having repaid the amount stipulated, the Board of Directors will either:
    - a) require that the amount stipulated be repaid prior to the application being considered: or
    - b) consider the application and, if funding is approved require the amount to be repaid out of the first two living allowance cheques/direct deposits the student shall receive.
3. Should the student in question withdraw from his/her university program subsequent to the first year of studied, he/she shall not be required to repay the scholarship.

## Bursaries

1. The Board of Directors may forward three bursaries valued at \$ 500 each to one student in each of the second, third and fourth year of study. Criteria to be considered by the Board of Directors will include:
  - a. The student's grade point average.
  - b. The number of classes being taken.
  - c. Involvement in university or college life.
  - d. Involvement in cultural activities.
  - e. The student's record in terms of character and citizenship.

## Recognition Awards

1. The Board of Directors may grant as many as three awards of \$ 500 each to deserving graduates who:
  - a. Have maintained an excellent record in terms of scholarship and citizenship.

- b. Shown promise as leaders among or on behalf of their people.

Students seeking any of the above scholarships, bursaries, or recognition awards are required to submit an application to the post secondary counselor one month prior to the end of the academic terms. Applications shall be brought to the Board of Directors for final selection.