

# Birdtail Sioux Education

## POST-SECONDARY EDUCATION APPLICANT INFORMATION & GUIDELINES



**DEADLINE DATES:** JUNE 16<sup>TH</sup> FOR FALL SEMESTER

NOVEMBER 17<sup>TH</sup> FOR WINTER SEMESTER

### ELIGIBILITY:

1. You must be a registered member of Birdtail Sioux First Nation (BSFN) #284
2. You must be accepted for enrollment in a recognized and eligible institution
3. Your program must lead to a recognized certificate, diploma, or degree
4. You must not owe BSFN funds for any debt or previous sponsorship. If you are in arrears with BSFN, you will be required to make payment arrangements to pay this debt before being considered for further funding
5. You must maintain satisfactory academic standing (C, 60-64% equivalency)
6. You must submit the **completed** sponsorship application & supporting documents by the published deadlines, or your application will be deferred

### TYPES OF ASSISTANCE:

1. Tuition and Fees (e.g. application fees, registration fees)
2. Books, Supplies and Materials
3. Living Allowance: A rate set for Full-time Sponsorship Only

### PRIORITY SYSTEM:

Our priority system is designed to provide fair and equitable access to limited Post-Secondary Education (PSE) funding.

<b>1<sup>st</sup> Priority</b>	Returning Full-time students- students must maintain an acceptable grade level (C, 60-64 % equivalent)
<b>2<sup>nd</sup> Priority</b>	New Full-time High School Graduates
<b>3<sup>rd</sup> Priority</b>	New Mature Students seeking Full-time studies
<b>4<sup>th</sup> Priority</b>	Part-time students
<b>5<sup>th</sup> Priority</b>	Graduate Students
<b>6<sup>th</sup> Priority</b>	Students applying for a new program, who have attended Post-Secondary schooling within the last 2 years and are wanting to take another program at the same or higher education level. There are four education levels: 1) Diploma/Certificate 2) University Undergraduate Degree, 3) Master's, or 4) Doctoral (PHD)
<b>7<sup>th</sup> Priority</b>	Students returning to enroll Post-Secondary Education who withdrew because of academic failure or after having withdrawn voluntarily must demonstrate initiative to have furthered their studies on their own. Each case will be reviewed on an individual basis. Students must reapply for sponsorship and provide all required documentation as a new applicant by the due date.

### **COURSE LOAD – FULL-TIME vs. PART-TIME STATUS:**

Your school determines the number of courses or credits that make up a full course load (100% course load).

Your course load refers to the number of courses or credits you are taking.

For example, to complete a typical university program in the standard amount of time, a student is required to take 5 courses each term for four years. If a student enrolls in four courses each term, the student is taking 4/5 courses = an 80% course load.

As a general rule,

- 5 courses = 100% Full-time Course load
- 4 courses = 80% Full-time Course load
- 3 courses = 60% Full-time Course load
- 2 courses = 40% Part-time Course load
- 1 course = 20% Part-time Course load

### **RESTRICTIONS ON SPONSORSHIP:**

- Full-time students are sponsored up to a maximum amount of 48 months (4 years), but may be considered under special circumstances.
- Programs that are less than 10 months are not sponsored, but may be considered under special circumstances.
- All sponsorship is subject to the availability of Post-secondary Education funds.
- Not all Colleges and Universities are eligible, for a list of eligible institutions visit: <https://www.sac-isc.gc.ca/eng/1429541743524/1531402273996>

### **ALTERNATIVE FUNDING:**

- Students are eligible for financial assistance, bursaries, awards and scholarships through other programs either administered by your high school, industry, government and private organizations, in addition to support from the **BIRDTAIL SIOUX POST-SECONDARY EDUCATION PROGRAM**. The ED Director will provide resources and information on grants, bursaries and scholarships provided by outside institutions and/or agencies. Students are encouraged and responsible for also researching grants, bursaries and scholarship opportunities year-round.
- Students in **Year 2, 3 and 4** of their program of study, must apply for at least 1 grant, bursary and/or scholarship from an external agency. Students must provide proof of submission.
- Scholarship, bursary and additional financial assistance must be communicated to the ED Director.

### **DISCONTINUATION OF SPONSORSHIP:**

- Unauthorized withdrawal from his/her registered Program of Studies.
- Failure to maintain Full-time/Part-time Student Status.
- Academic Suspension, Expulsions, Non-Academic Misconduct Suspension.
- Academic Failure.
- Chronic Absenteeism.
- Not communicating or responding to the ED Director (avoiding emails, not returning phone calls, not responding to letters).
- Fraudulent Actions (providing false information on application form, not communicating an overpayment to the ED Director, receiving additional funding from multiple sources and not being forthcoming with the information).
- In arrears with BIRDTAIL SIOUX FIRST NATION, owing debt due to an overpayment and/or late withdrawal from your program. If a student owes BSFN money, he/she will be required to pay their debt before being considered for further funding.
- Any change in a student's Program of Study requires prior consent from the ED Director. Funding will cease, if the student does not receive prior consent before making program/course changes.

**WITHDRAWAL:**

- When a student decides to withdraw from his/her studies before the Institution’s deadline for withdrawal and in cases where the Institution will not refund the pre-paid cost of Tuition, Books & Supplies for that Program, the student becomes fully responsible for repayment of those costs to the BIRDTAIL SIOUX PSE Program.
- Student’s that withdraw from a program without forewarning the ED Director, will also be responsible for repayment of Tuition, Books and Supplies.
- If extreme absenteeism and/or fraudulent actions cause you to withdraw from your studies, you will be held financially liable for the costs expended towards your education. As a result, you will be required to:
  - Repay the total amount paid for tuition for your program for your last Term of enrollment
  - Repay any/all of Allowance for Living Expense amounts issued for the months affected (*These conditions may not apply if you must withdraw for Medical Reasons. However, in this case, you will be required to provide a medical professional certified statement that confirms this claim*)

**COMPLETED APPLICATION PACKAGE MUST INCLUDE THE FOLLOWING:**

A copy of your acceptance letter
A completed application form with signature
Transcript from your last year of study
Proof of submission for (1) bursary/scholarship from an outside organization (Year 2, 3 and 4 students only) (PART D)
Cost for tuition, textbooks & supplies and any special equipment that is mandatory for the program of study (PART E)
Career goals statement (PART F)( <i>Yr.1 students only, or if you change your area of study</i> )
A copy of your Birdtail Sioux First Nation Treaty Card (photocopy both sides)
Consent to Release Information
Void Cheque or Bank Deposit Form for Direct Deposit

***Incomplete application packages will not be accepted.***

Your student application package can be emailed to: [lazarukleah@hotmail.com](mailto:lazarukleah@hotmail.com) or dropped off in-person at the Band Office to Education Finance Administrator, Leona Benn.

*If you have any questions or require further assistance, please contact the ED Director at [lazarukleah@hotmail.com](mailto:lazarukleah@hotmail.com) or contact the Band Office and speak to ED Finance, Leona Benn at 204-568-4540, ext. 9.*



# Birdtail Sioux Education

## POST-SECONDARY EDUCATION NEW APPLICANT FORM

**Privacy Act Statement**

Information provided on this document is for the purpose of resourcing and administering post-secondary financial assistance. Personal information provided is protected under the privacy act.

IS THIS YOUR FIRST TIME APPLYING FOR FUNDING FROM THE BIRDTAIL SIOUX FIRST NATION POST-SECONDARY EDUCATION PROGRAM? YES NO

IF YOU ANSWERED NO TO THE ABOVE, PLEASE PROVIDE THE YEAR YOU RECEIVED YOUR LAST DATE OF FUNDING: \_\_\_\_\_

ARE YOU APPLYING FOR FUNDING FROM ANY OTHER AGENCIES? YES\_\_\_ NO\_\_\_

IF YOU ANSWERED YES, PLEASE SPECIFY WHICH AGENCY: \_\_\_\_\_

### **PART A: STUDENT INFORMATION**

NAME: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ TREATY NUMBER: \_\_\_\_\_

SIN NUMBER: \_\_\_\_\_

PARENT/CAREGIVER: NAME(S) & PHONE NUMBER(S)

\_\_\_\_\_  
\_\_\_\_\_

MARITAL STATUS: SINGLE\_\_\_ SINGLE PARENT\_\_\_ MARRIED\_\_\_ COMMON-LAW\_\_\_

SPOUSE'S NAME: \_\_\_\_\_

SPOUSE'S EMPLOYMENT STATUS (CHOOSE ONE)

EMPLOYED FULL-TIME\_\_\_ EMPLOYED PART-TIME\_\_\_ STUDENT\_\_\_ UNEMPLOYED\_\_\_

IF SINGLE, WILL YOU BE LIVING WITH YOUR PARENT/CAREGIVER WHILE ATTENDING SCHOOL?

\_\_\_YES \_\_\_NO

ARE YOU STAYING IN RESIDENCE? YES\_\_\_ NO\_\_\_

**DEPENDANTS/CHILDREN:**

NAME	RELATIONSHIP	DATE OF BIRTH

*NOTE: PROVIDING FALSE INFORMATION AND/OR WITHHOLDING PERTINENT INFORMATION ARE ACTS OF FRAUD. FRAUD IS A CRIMINAL OFFENSE.*

**PART B: EDUCATION AND TRAINING HISTORY**

SCHOOL/ TRAINING	NAME OF INSTITUTION	LOCATION	PROGRAM COMPLETE YES/NO	YEAR COMPLETED	CERTIFICATE, DIPLOMA, DEGREE RECEIVED YES/NO
HIGH SCHOOL:			YES NO		
COMMUNITY BASED PROGRAM:			YES NO		
COLLEGE PROGRAM:			YES NO		
TECHNICAL INSTITUTE:			YES NO		
PRIVATE INSTITUTE:			YES NO		
UNIVERSITY:			YES NO		
OTHER: (SPECIFY)			YES NO		

**PART C: ASSISTANCE REQUIRED**

I AM APPLYING FOR ASSISTANCE FOR FUNDING TO ENROLL AT A POST-SECONDARY INSTITUTION AT PLEASE CHECK ONE:

- \_\_\_ FULL-TIME SPONSORSHIP: LIVING, BOOK ALLOWANCE, SUPPLIES AND TUITION
- \_\_\_ PART-TIME SPONSORSHIP: BOOK ALLOWANCE, SUPPLIES AND TUITION ONLY
- \_\_\_ GRADUATE/MASTERS PROGRAM: BOOK ALLOWANCE AND TUITION ONLY

**PART D: SCHOLARSHIPS AND BURSARIES - YEAR 2, 3, 4 STUDENTS ONLY**

SECOND, THIRD, AND FOURTH YEAR STUDENTS MUST TAKE INITIATIVE TO CONTRIBUTE FINANCIALLY TO THEIR EDUCATION. STUDENTS MUST APPLY FOR ATLEAST (1) SCHOLARSHIP AND/OR BUSARY FROM AN OUTSIDE AGENCY/ORGANIZATION.

STUDENTS MUST ALSO INFORM THE ED DIRECTOR REGARDING THE TOTAL AMOUNT OF SCHOLARSHIPS/BURSARIES RECEIVED FROM OUTSIDE ORGANIZATIONS (HIGH SCHOOLS, GOVERNMENT, INDUSTRY, UNIVERSITIES, etc).

YOU ARE RESPONSIBLE FOR RESEARCHING AND IDENTIFYING GRANT, BURSARY AND/OR SCHOLARSHIP OPPORTUNITIES. THE ED DIRECTOR WILL ALSO ASSIST BY PROVIDING SHOLARSHIP AND BURASARY INFORMATION.

STUDENTS MUST PROVIDE PROOF TO THE ED DIRECTOR THAT THEY HAVE APPLIED FOR AT LEAST (1) GRANT AND/OR BURSARY.

**PART E: POST-SECONDARY INSTITUTION ATTENDING**

POST-SECONDARY INSTITUTION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PROGRAM OR COURSE OF STUDY: \_\_\_\_\_

SEMESTER: FALL \_\_\_\_\_ WINTER \_\_\_\_\_

EXPECTED STARTING DATE: \_\_\_\_\_

EXPECTED COMPLETION DATE: \_\_\_\_\_

LENGTH OF PROGRAM: \_\_\_\_\_

**PLEASE CHECK OFF YOUR POSTSECONDARY INSTITUTION/PROGRAM OF CHOICE:**

UNIVERSITY ENTRANCE OR COLLEGE PREPARTION PROGRAM: \_\_\_\_\_

UNIVERSITY: BACHELOR LEVEL \_\_\_\_\_ POST GRADUATE LEVEL: \_\_\_\_\_

TECHNICAL INSTITUTE: \_\_\_\_\_ COMMUNITY COLLEGE: \_\_\_\_\_

PRIVATE INSTITUTE/OTHER: \_\_\_\_\_

COURSE NAME	TERM	START DATE	END DATE

**COST OF PROGRAM:**  
*(approximate estimates  
will be accepted)*

**DO YOU HAVE A  
LAPTOP?**

YES      NO

ITEM	TOTAL COST (SEMESTER 1 & 2)
<b>Fees</b> <small>(e.g. registration, criminal record, immunization)</small>	
<b>Tuition</b> <small>(Fall &amp; Winter)</small>	
<b>Books</b> <small>(Fall &amp; Winter)</small>	
<b>Supplies</b> <small>(Fall &amp; Winter)</small>	
<b>Additional Resources</b> <small>(Fall &amp; Winter)</small>	
<b>Residence Fees</b> <small>(Fall &amp; Winter)</small>	
<b>Total Cost for School Year 2022/23:</b>	

**PART F: CAREER GOALS (this is only to be completed if you are a 1st Year Student or if your College or University programming has changed. YEAR 2, 3 & 4 Students must show proof of applying for a External Bursary or Scholarship instead of completing the CAREER GOALS Section.)**

DESCRIBE YOUR ACADEMIC AND CAREER GOALS AND WHAT QUALIFICATIONS, SKILLS, AND TALENTS YOU FEEL YOU HAVE FOR THE CHOSEN COLLEGE OR UNIVERSITY PROGRAM AND WHY YOU FEEL YOU SHOULD BE SELECTED FOR SPONSORSHIP.  
PLEASE BE AS DETAILED AS POSSIBLE. YOU CAN ALSO ATTACH A LETTER IF NEEDED.



**PART G: EXPECTATIONS**

THIS SPONSORSHIP IS A VALUABLE AND AN INCREASINGLY RARE AWARD – AND IT SHOULD NOT BE TAKEN FOR GRANTED. BY AGREEING TO THESE TERMS AND CONDITIONS, YOU ARE AGREEING TO RESPECT OUR FAITH IN YOUR ABILITY TO SUCCEED AND TO BE RESPECTFUL TO YOUR POST-SECONDARY INSTITUTION BY: ATTENDING YOUR CLASSES REGULARLY, BEING PUNCTUAL, BEING PREPARED FOR YOUR CLASSES, BY DOING YOUR ASSIGNED HOMEWORK, HANDING IN YOUR ASSIGNMENTS ON TIME, BEING PRESENT FOR ALL YOUR TESTS & EXAMS, AS REQUIRED, COMPLETING YOUR PROGRAM OF STUDY WITHIN THE POST-SECONDARY INSTITUTION SCHEDULED TIME-FRAME AS APPROVED BY POST SECONDARY EDUCATION PROGRAM.

YOU MUST AGREE TO KEEP THE ED DIRECTOR INFORMED AS TO ANY CHANGES TO YOUR CONTACT INFORMATION, SITUATIONS THAT MAY INFLUENCE YOUR STUDIES, AND YOU MUST AGREE TO KEEP IN REGULAR CONTACT, SO THAT THE ED DIRECTOR MAY ASSIST YOU IN GETTING ANY HELP THAT YOU MAY NEED. YOU ARE ALSO EXPECTED TO CONTRIBUTE FINANCIALLY TO YOUR OWN POST-SECONDARY EDUCATION BY COVERING COSTS ASSOCIATED WITH: GROCERIES, ACCESSORIES, CURRICULAR ACTIVITIES ETC.

REMEMBER THIS APPLICATION FORM MUST BE COMPLETED ON AN ANNUAL BASIS.

**PART H: STUDENT APPROVAL** *(Type your initials beside each statement)*

\_\_\_ I WILL PROVIDE A TRANSCRIPT OF MARKS TO THE ED DIRECTOR AFTER EACH SEMESTER OF STUDY AND I UNDERSTAND THAT FAILURE TO DO SO MAY RESULT IN THE SUSPENSION OF MY FUNDING

\_\_\_ I ACCEPT THE TERMS AND CONDITIONS FOR MEETING ACADEMIC AND ATTENDANCE REQUIREMENTS AND WILL KEEP THE DIRECTOR INFORMED OF ANY CHANGES IN MY PERSONAL AND EDUCATIONAL CIRCUMSTANCES AND I UNDERSTAND THAT FAILURE TO DO SO MAY RESULT IN THE SUSPENSION OF MY FUNDING

\_\_\_ I UNDERSTAND THAT FAILURE TO REPORT ANY OTHER FUNDING MAY RESULT IN OVERPAYMENT (FRAUD) AND WILL AFFECT FUTURE APPLICATIONS

\_\_\_ I UNDERSTAND THAT PROVIDING FALSE INFORMATION AND/OR MISUSE OF BAND FUNDING WILL RESULT IN REPAYMENT AND/OR DENIAL OF FURTHER SPONSORSHIP

\_\_\_ I UNDERSTAND THAT IF I WITHDRAW FROM ANY COURSE OR PROGRAM AFTER THE INSTITUTION’S WITHDRAWAL DATES AND BEFORE THE COMPLETION OF THE ACADEMIC YEAR, AND/OR WITHOUT PRIOR AUTHORIZATION FROM THE ED DIRECTOR, THAT I WILL BE SUSPENDED FOR THE WHOLE ACADEMIC YEAR AND I MAY BE REQUIRED TO PAY BACK ALL OR SOME OF THE ALLOWANCE WHICH I RECEIVED

\_\_\_ I HEREBY ALLOW THE ED DIRECTOR TO ACCESS INFORMATION FROM MY INSTITUTION REGARDING MARKS, ABSENCES, WITHDRAWALS, CHANGE OF PROGRAMS AND OTHER FUNDING AGENCIES. ANY REQUESTED INFORMATION OR DOCUMENTATION REGARDING MY EDUCATION WILL BE RELEASED UPON REQUEST

I DECLARE THAT THE INFORMATION I HAVE PROVIDED IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. IN THE EVENT THAT MY APPLICATION IS APPROVED, I UNDERSTAND THAT PROVIDING FALSE OR MISLEADING INFORMATION ON THIS APPLICATION MAY RESULT IN THE TERMINATION OF FUNDING.

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

*(Type signature above)*