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JAMES SMITH CREE NATION

Post Secondary Student Support Program

Student Policy Revised April 17-18, 2018

The James Smith Cree Nation 370 Post Secondary Board met for a previously scheduled meeting on August 3 and 4, 2023 in Regina, Saskatchewan to incorporate previous changes into one document. The new changes to the James Smith Cree Nation 370 Post Secondary Student Policy will come into effect on April 1, 2024.

All changes have been incorporated into the following document.

Amendment re: student limits of funding intersessions July 29, 2020 effective May 1, 2021

Interim policy change July 16, 2021

Vaccination policy December 3, 2021 effective December 3, 2021

Repeat class policy December 3, 2021 effective May 1, 2022

Minimum passing class policy June 27, 2022 effective June 27, 2022

Mandatory student assessment policy June 27, 2022

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INTRODUCTION

- 1.0 **James Smith Cree Nation asserts that Post-Secondary Education is a Treaty Right Under Treaty 5 and Treaty 6 and is the trust responsibility of the Federal Government of Canada.**
- 1.2 The objectives of the Post-Secondary Program are to encourage and support **qualified eligible students** to acquire University, Technical, College, or Professional qualifications so they can become self-sufficient and achieve their own potential.
- 1.3 James Smith Post-Secondary is the administering agency and organization for Post-Secondary Funding. James Smith Post Secondary is a branch of the James Smith Education Unit #100. James Smith Post-Secondary became the administering organization in June of 1993.
- 1.4 The James Smith Chief and Council have delegated the Post-Secondary Board to oversee the Post-Secondary Program.

DEFINITIONS

- 2.0 “Treaty/Status Indian” means a person whose name has been entered in the Membership Register in accordance with the Indian Act and/or a person who is recognized as a possessing Band Membership in accordance with the laws of the James Smith First Nation.
- 2.1 “Post-Secondary Education” means a program of studies, offered by a recognized Institution for which completion of secondary academic studies (Grade 12) adult 12, ABE 12 or its equivalent is required.
- 2.2 “The program of studies” includes all post-secondary programs totaling up to 8 months (32 weeks) to one academic year or more in duration, leading to a certificate, diploma, or degree.
- 2.3 This includes apprenticeship programs that total up to 8 months or longer in duration.
- 2.4 “Post Secondary Institutions” are degree, diploma, and certificate granting Institutions which are recognized by provincial authorities and include educational institutions affiliated with or delivering accredited programs by arrangement with a post-secondary institution. *JSCN will refer to recognized Canadian Post Secondary Institutions.*
- 2.5 “Public Institutions” is a post-secondary institution which receives the majority of funding from the Federal or Provincial Governments.

- 2.6 “Private Institutions” is a Canadian or Foreign post-secondary Institution which does not receive its funding from the Federal Government or Provincial Government.
- 2.7 “University Full Time Studies” requires 3 or more classes per semester of which the majority of classes per semester are in-person. (Revised August 3, 2023)
- 2.8 College or Technical Institute full time students have the program duration set.
- 2.9 “Academic Year” is defined by the Post-Secondary institution, but **will not be less than eight months total.**
- 2.10 “Semester” refers to a part of the academic year, as defined by the University Post-Secondary institution. *Semesters are usually periods from September - December; January – April; May – August.*
- 2.11 “Dependent” means a child 18 and under, who is dependent upon the student as defined by Revenue Canada and does not receive income in excess of the level for a dependent by Revenue Canada.
-Special dependent child circumstances dealt with case by case.

ELIGIBILITY FOR PSSSP SUPPORT

- 3.0 The Post Secondary Student Support Program supports eligible Band members **who are pursuing Post-Secondary studies in recognized and authorized Post-Secondary Institutions with a definite CAREER ACTION PLAN.**
- 3.1 The student applicant must be a member of the James Smith Cree Nation as defined by the membership registry
- 3.2 The student must have met entrance requirements and been accepted for enrollment in a recognized post-secondary Institution for a program of studies.
- 3.3 The student must be enrolled in a program of at least totaling up to 8 months (32 weeks) in duration that leads to a recognized certificate, diploma, or degree for which the completion of secondary school studies or equivalent as recognized by the post-secondary Institution is required.
- 3.4 Support will be provided within the **limits of funds allocated by the department of Indigenous Services Canada for the James Smith Cree Nation** in accordance the JSCN-PSSSP funding arrangements. If the demand for funding exceeds availability, students will be encouraged to apply for the next term.
- 3.5 Applications for New and Returning Students will be received no later than the deadline dates of:

May 15th for Fall/Winter intake
February 28th for Spring/Summer sessions
Students must be in good academic standing

- 3.6 Only fully completed applications received prior to the deadline dates will be considered.

Students who apply for Post-Secondary Funding must wait for the approval from the James Smith Post-Secondary Director before registering, due to the financial responsibility.

- 3.7 Continuation of student funding will be reviewed by the JSCN Post-Secondary Director/The Post-Secondary Board after the completion of each semester, Spring/Summer session.

- 3.8 The James Smith Post-Secondary Policy as per policy 3.8 has requested students to provide a monthly update. It is important that students update the Post-Secondary co-ordinator of any phone number, email and address changes as soon as they occur. In accordance with this and as an amendment of this policy, if a student does not provide the Post-secondary co-ordinator with a monthly report, and/or does not respond to email communication from the Post-Secondary co-ordinator the student's funding will be temporarily suspended until this lack of communication is rectified. The communication must be from the student directly and not from a third party. (Revised **July 16, 2021 PSSSP Board Meeting**)

- 3.9 Student Limits of Funding Intersessions

It is understood that within our funding program policy Spring and Summer classes are not eligible for funding unless the course is mandatory and Only offered in the Summer. Exceptional circumstances will be considered case by case for Summer funding.

Due to the need for some students to take less than 5 classes per term this will be accommodated. However the maximum length of funding will not exceed the time needed for completion at a rate or minimum of 3 classes per term. (**December 3, 2021 PSSSP Board Meeting**, Effective date coming into force May 1, 2021)

- 3.10 Students who have funded themselves through student loans are eligible to apply for funds for top up funds/reimbursement pending available funding within the fiscal year. (August 3, 2023)
- 3.11 Students who have completed 4 years of study and have not completed their program must apply for an extension. (August 3, 2023, effective April 1, 2024)

COMPLETED APPLICATIONS MUST INCLUDE THE FOLLOWING REQUIRED DOCUMENTS

1. Completed Post-Secondary application form.
2. Signed release of authorization form.
3. Signed First Nation student contract.
4. Students must write a detailed education plan
5. Status card (photo copy of card)
6. Dependent child verification (Revenue Canada Letter or School Age Registration)
7. Institute acceptance letter.
8. Program/Course information.

(program has entrance requirements of Grade 12, ABE 12, Adult 12 or GED- and is totaling up to 8 months or longer.)
9. Tracking sheet of classes.

(Upon approved funding – with the assistance of and academic counsellor send a list of courses required to complete your Certificate/Diploma/Masters/Ph.D.)
10. Grade 12, ABE 12, Adult 12, GED 12 Marks and recent Univ/College Transcripts.
11. Final registration (Official form from institution listing classes in which you will be enrolled)
12. **Vaccination Policy – Applies in the event of a pandemic**

In order to receive funding from James Smith Post-Secondary Board, students need to provide proof of full vaccinations. This will help ensure compliance with various programs and Federally funded guidelines and mandates and will help avoid future administrative challenges.

13. **Mandatory Student Assessment Policy**

Beginning in 2022-23, the PSSSP will fund all of the educational assessments for all new students. These assessments will be completed before the start of the Fall term. it is Mandatory for All incoming students to complete in order to receive funding. These will continue on an annual basis. **(June 27, 2022 PSSSP Board Meeting)**

PRIORITIES FOR APPROVAL OF APPLICATIONS

These priority categories may be modified by the post-secondary board in accordance with the types of applications received for any intake or to accommodate any specific James Smith Cree Nation initiatives. Up to two seats may be selected for the initiatives.

- 4.1 Support will be provided within the **limits of funds allocated by Indigenous Services Canada for the James Smith Cree Nation**. Applications will be approved and prioritized according to group categories. The priorities for approval of applications for student living expenses shall be based on the following categories below with Group 1 being the first set of applications to be approved, Group 2 to be the second considered, Group 3 to be the third considered and so forth.

Group 1:

Continuing full/part-time students with good academic standing:

- Students seeking a Master and Professional Studies (Level 3) PH. D Level 4
- Students must work in their field of studies for 2 years, upon confirmation of work they will maintain their continuing status when students resume and apply for funding.

Group 2:

- Full-time students who have fully funded themselves for 1 academic year and have completed in good standing. (Moved to Group 2 August 3, 2023)

Group 3:

- Grade 12, ABE 12, Adult 12. (Moved to Group 3 August 3, 2023)

Group 4:

- General Equivalency Diploma (GED 12)

Group 5:

Returning Students:

- Returning students to complete their original certificate/diploma/degree.

Group 6:

- Returning students to a different program other than their original certificate/diploma/degree, provided they have not exceeded their sponsorship months at that level.

Limits of Support

- 5.0 Support for travel and living expenses will be provided for levels of post-secondary education and limits are placed on the duration of support according to the level of program the student is enrolled in.

University Entrance Level Program – UEP (Maximum 2-year duration)
(UEP Limitations Levels based on the National Policy Guidelines)

- **Level I** – Technical Institute or Community College program (Certificate/Diploma) depending on the institution’s normal program duration
 - **Level II** – University Undergraduate programs (Certificate/Diploma/Degree) (i.e. – BA, B.Ed., B. Science): Academic years based on the universities normal duration
 - **Level III** – i) Masters and University Professional Programs (i.e. M.D, LLB) duration of support will be in accordance with universities normal program duration
 - **Level IV**- PHD/Doctoral Programs, Duration of support will be in accordance with universities normal program duration, however reasonable limits may be established on the basis of individual need. All applications will be dealt with on an individual basis.
1. Financial assistance for tuition, compulsory student fees and required book and supplies may be provided to student enrolled in all levels.
 2. Assistance may be provided to students to complete only (1) one program at each level.
 3. Exceptionally, Level 2 may include assistance for an additional degree at a bachelor level which has as a prerequisite an undergraduate degree or undergraduate courses.
 - Post-Secondary Graduates applying for a specialized after degree requirement status (ex: Language Certificate, Special Education Certificate) upon confirmation that is a requirement to their field of studies.
 4. The duration of assistance will accord with the official length of the program as defined by the post-secondary institution in which the student is enrolled, as long as the student is in good standing at the institution as per the institution’s definition of satisfactory “academic standing”. Students who have completed four years of their program, but not completed their program, need to apply for extension to be considered for continued funding. (August 3, 2023)
 5. Students enrolled in all levels may be assisted for up to one additional academic year per level if such an extension is approved in writing by the Post-Secondary Board. Students will submit the extension approval letter to Post-Secondary Director and will be supported with a “Pause of studies” for medical, personal or bereavement.

6. In order for a student to be eligible for “pause of studies” the student must complete the term/semester. The student must sign a continued application in order to receive continued funding.
7. Duration of assistance will be in accordance with the minimum full-time requirements of the program as defined by the post-secondary institutions. **Students shall complete their course within the minimum required amount of time.** (Dropping of any classes is very detrimental to completion within allocated time)
8. **Students who want to transfer/change programs require the written approval of the director prior to registering to the different program, also the approval of additional funding.**
9. Students who have completed level 2,3, or 4 with assistance from the PSSSP are ineligible for program assistance for lower level.
10. Students who become eligible for assistance and who have completed a portion of post-secondary studies without assistance from this program may receive assistance for their remaining balance of program of studies but will not be reimbursed for previous expenses. (If funds are available the student may be reimbursed based on documentation of tuition and books within the academic year April-March).
11. Students may be assisted in LEVEL 1 Tech-Institute/College after dropping out of Level 2 University Studies if NOT PREVIOUSLY FUNDED IN LEVEL 1.
12. Level 3 Masters and Professional Studies and level 4 PhD funding arrangements will be dealt with on an individual basis and arrangements will depend on the program institution.
13. Should a student change/transfer programs with in one of the levels the academic time used for each program within this level will be counted for support purposes.
14. Maternity/Parental leave, students will be allowed a leave of absence/pause of studies for 1 year withdrawal during a semester may result in a recovery situation. Students must apply for this leave to the Post-Secondary Director and meet all funding application deadlines upon their return.
15. Repeat Class Policy: Students are funded with the understanding that they will complete the classes of which they registered. Funding is limited, and as James Smith Post-secondary we have a responsibility for equitable funding distribution to students. Should students wish to repeat a class, they will be responsible for the tuition and book costs. In order to be eligible for funding they need to take three (3) classes of which they have not taken yet. Example: a full load of classes which have not been taken previously. For example, they could repeat one class (Tuition

and Books at their expense) and take three (3) classes not previously taken. (December 3, 2021 PSSSP Board Meeting, Effective May 1, 2022)

16. Minimum Passing Class Policy: Students Must Pass a minimum of three (3) classes per term in order to continue to receive funding. (June 27, 2022 PSSSP Board Meeting, Effective June 27, 2022)

TYPES OF SUPPORT: Eligible Expenditure

6.0 Tuition

- a. Includes student fees for tuition, tutorials, initial professional certificate and examination fees. **And reasonable cost of books and supplies which are listed as required by the post-secondary institution.**
- b. Tuition support may be provided to students attending private or foreign post-secondary institutions at the same tuition rate, including compulsory student fees, charges by the public or private Canadian institution nearest to the student's place of residence (i.e. residence at the time of application) which offers the least expensive comparable program; or
- c. Students enrolled in foreign institution at the actual tuition rate, including other compulsory student fees charged by the foreign institution, when it is demonstrated that there is no comparable program available at an institution in Canada.
- d. Students attending private or foreign post-secondary institutions should note that they will be eligible for tuition at the tuition rate as the Canadian institution.
- e. Students that choose to attend private or foreign institutions that have high cost tuition will be provided with a base amount and they must pay the remainder.

\$10,00.00 Limit Base Rate. (August 3, 2023, effective April 1, 2024)

Books

- The student may be provided with up to \$1000.00 for books and supplies, where not already included in the tuition invoice
- If a student demonstrates need by submitting copies of the course outlined that extra books are required for the classes (only if the students require extra books)
- Practicums and Internships shall be supported with funding when required by documentation by the institution.

TRAVEL

- 6.1 Students will be eligible for travel for one round trip per semester.
- 6.2 New students and graduates may be eligible for the purpose of assisting the student to settle into accommodation at the place of study at the beginning of the academic year and to move out of the end of the academic year. **Base rate: \$300.00.**
- 6.3 The student must apply for this assistance. The provision for this assistance support will be based on the availability of PSSSP funds.
- 6.4 Student with practicum placement will be supported with a 61 cents per kilometer rate. (Revised August 3, 2023 effective April 1, 2024)

PART-TIME STUDENTS:

- 6.6 When a student attends as Part-time at a college or Technical Institute or University as defined by the post-secondary institution the student may receive assistance for tuition, materials, supplies and compulsory fees.
- 6.7 Students enrolled in correspondence or other distant online education programs will be considered part-time students and may only qualify for tuition/compulsory fees and assistance as required by the institution.
- 6.8 Students employed full time while registered full time at a post-secondary institution will only be entitled to tuition, books, supplies and **not a living allowance.**
- 6.9 Part-time Students are not eligible for the Incentives

LIVING ALLOWANCES:

- 6.9 The living allowance rate structure and entitlement will be set annually.

JSCN PSSSP Monthly Allowance Rates (Increased by 10% Motion June 28, 2022 Effective September 1, 2022)

Student	\$1320.00
Student with 1 Dependent Child	\$1705.00
Student with 2 Dependent Children	\$1815.00
Student with 3 or more Dependent Children	\$1925.00

- 6.10 Allowances with special needs (i.e. physically handicapped persons) requiring additional assistance related to their post-secondary programs shall have their

requests considered on an individual basis (i.e. Rental of specialized equipment designed by the post-secondary institution.)

6.11 Students are allowed advances for damage deposits and utility hook-ups. The total advance amount will be deducted from a monthly allowance until repaid in full.

6.12 Practicum/Internship Assistance

- Are supported with a living allowance.
- Clothing allowance of \$250.00
- All expensed are required (e.g. travel, accommodation)

Student must submit confirmation of practicum/internship from the institution.

6.13 Students who reside in university or college dorms will not receive a living allowance as the payment of the dorm fees and meal plan will be directly to the institute.

6.14 Students who reside in the university or college dorms will be supported with a meal plan.

6.15 Students who reside in the university or college dorms will receive a \$150.00 each month for personal expenses.

6.16 Only one parent is eligible to apply for the student monthly allowance. (August 3,2023)

6.17 In the event of a change in marital status, the student parent funding will be reviewed on an ad hoc basis. (August 3, 2023)

INCENTIVES:

7.0 The incentives are as follows for each level:

- Certificate \$150.00
- Diploma \$250.00
- Degree \$500.00
- Masters \$500.00
- Ph.D./Doctoral \$500.00

Graduating students will be supported with one graduation ticket expense.

Programs not totaling up to 8 months in duration are not eligible for the incentives.

Part time students are not eligible for the incentives.

Student fees – reimbursement of (1) one application fee for approved students only. Must be an eligible student and must be an eligible program.

- Initial professional certification and examination fees

Transcript fees – are considered an eligible expense.

Materials and supplies – as required by the program supported by documentation Guidance, Counselling and Social Work Services – Tutorial, guidance and counselling services.

Guidance, Counselling and Social Work Programs – Tutorial, guidance and counselling services.

ACCOUNTABILITY BY STUDENTS:

JSCN PSSSP is not intended to be a convenient source of income, as there is an extensive wait list.

- 8.0 Every effort will be made by the James Smith Post-Secondary Program to recover any over payment to students who misuse funding by not fulfilling their terms of their sponsorship or who may misrepresent their marital, dependent or program status on the applications.
- 8.1 When misuse of post-secondary funds is discovered or either of the agreements breached, the James Smith Post-Secondary Program will adopt the following procedures;
- Write a letter to the student stating the findings.
 - If a student is in fact found to be misusing funding the JSCN PSSSP will suspend the student from further funding or take corrective action for the over payment.
 - Arrangements satisfactory to the student and Post-Secondary Director for the repayment of funds. The overpayment shall be deducted in equal payments from the monthly living allowance.
- 8.2 Every student, as a condition to receiving Post-Secondary funding shall sign a Release of Waiver authorizing the Post-Secondary Education Institution to release information to the James Smith Post-Secondary. The Authorization to disclose information shall be in the form attached to this student policy manual. *In order not to disrupt allowances the onus is on each student to ensure that this condition is arranged with the institution currently attending.*

- 8.3 Every student as a condition to receiving Post-Secondary funding, all students must sign the student contract and waiver.
- 8.4 Any outstanding overpayments on any student requires repayment once the student is approved for funding and once again the repayment plan will be deducted in the monthly living allowance.
- 8.5 Any student who quits or withdraws from classes must obtain authorization from the Post-Secondary Director prior to formal cancellation of classes. Failure to receive this authorization will result in a one year waiting period prior to funding being approved.
- 8.6 Any student that is required to discontinue (RTD) or is expelled from their program of study by their University or Institution will be subject to a two year waiting period prior to funding being approved.
- 8.7 If any student receives an academic warning letter by the institution where they are required to attend workshops such as; study skills, time management, or academic workshops JSCN PSSSP shall support the academic warning letter by requiring the student to attend, failure to do so will result in the discontinuation of funding.
- 8.8 Students who are under academic probation will be required to sign a JSCN PSSSP academic probation contract as conditions for continued funding.
- 8.9 Students must re-apply for support on an annual (every year) basis. This is the sole responsibility of the student
- 8.10 Students who fail to meet the “good academic standing” for their program will be put on the James Smith academic probation.
- 8.11 **Interim Policy Change:** The James Smith Post-Secondary Policy as per policy 3.8 has requested students to provide a monthly update. It is important that students update the Post-Secondary co-ordinator of any phone number, email and address changes as soon as they occur. In accordance with this and as an amendment of this policy, if a student does not provide the Post-secondary co-ordinator with a monthly report, and/or does not respond to email communication from the Post-Secondary co-ordinator the student’s funding will be temporarily suspended until this lack of communication is rectified. The communication must be from the student directly and not from a third party. (**July 16, 2021 PSSSP Board Meeting**)

FUNDING APPEAL PROCESS:

- 9.0 Every student has the right to appeal the decision in regards to their funding, however when a student's application is refused because all available PSSSP funds fully committed, the process will not be considered.
- 9.1 The student may appeal the decision in writing by addressing a letter outlining their concerns to the Post-Secondary Director. (August 3, 2023)
- 9.2 The Post Secondary Director must bring the student's appeal to the Post-Secondary Board at the next scheduled meeting. The Post-Secondary Board must reply within 7 business days of the meeting. (August 3, 2023)
- 9.3 The Post Secondary Director will document the Post-Secondary Board's decision and respond in writing to the student.
- 9.4 Policies and Operating Guidelines will be strictly adhered to.
- 9.5 If the issue continues to be unresolved, the decision of the Post-Secondary Board is final.
- 9.6 As part of the governance process, the student acknowledges that they will abide by the Post-Secondary Board's decision.

GRIEVANCE PROCEDURES

- 10.0 If a student or a group of students have a grievance regarding Post-Secondary Education that is not about funding, the grievance procedures shall be as follows:
- 10.1 The student(s) submits by a written report and supporting documentation to the JSCN Post-Secondary Board. The student(s) will send copies to whomever they feel requires knowledge of the situation expecting that appropriate confidentiality will be maintained.
- 10.2 THE JSCN Post-Secondary Board will make their decision at the scheduled meeting, who must reply within 7 business days.
- 10.3 The Post-Secondary Board decision is final.

OBLIGATIONS OF ADMINISTRATING ORGANIZATION

- 11.0 The Post-Secondary Program sets out obligations to students in the Student Policy. These guidelines are the means for the Post-Secondary Director and the student to understand what is to be expected of the student in achieving academic success.
- 11.1 The Post-Secondary Program provides the opportunity to as many qualified Band Members to pursue quality Post-Secondary Education.

CONFIDENTIAL CLAUSE

- 12.0 The JSCN Post-Secondary Program will maintain documentation with respect to the student identifying information, academic record and support provided. Disclosure of academic info requires the informed consent of the student. Personal information is subject to the terms of privacy provisions. JSCN PSSSP Student profiles will be kept in JSCN Post-Secondary office.

STUDENT REGISTRY:

- 13.0 The JSCN Post-Secondary Director will maintain a student registry for statistical submission purposes to Department of Indigenous Services Canada in Ottawa as required by the Post-Secondary education data info systems.

POLICY REVIEW

- 14.0 All Post-Secondary Students are invited to provide recommendations regarding policy review, before March each year, at which time they will be included in the Policy Manual Review

APPLICATION PROCESS:

- 15.0 Applying to the Post-Secondary Institution:
- Applying for enrollment to the Post-Secondary Institution and PSSSP Program is the STUDENT'S RESPONSIBILITY and the rules are set by the institutions. The students can get help from their school counseling staff or by contacting the JSCN Post-Secondary Director. Students are responsible for their own registration fees and will be reimbursed upon approval of funding.
- 15.1 Applying for PSSSP Funding;
- Fully Completed Application forms and related documentation must be received at the JSCN Post-Secondary Directors office by the following dates;
 - For fall semester (September) commencement – May 15th.
 - For Inter Spring/Summer School February 28th.

15.2 **The Following Required Documentation and accompany the application forms or submitted to the office on or before the deadline date.**

Failure to submit required documentation by the deadline dates will result in delays and/or disqualification from funding

1. Completed Post-Secondary application form.
2. Signed release of authorization form.
3. Signed First Nation student contract.
4. Students must write a detailed education plan
5. Status card (photo copy of card)
6. Dependent child verification (Revenue Canada Letter or School Age Registration)
7. Institute acceptance letter.
8. Program/Course information.
(program has entrance requirements of Grade 12, ABE 12, Adult 12 or GED- and is totaling up to 8 months or longer.)
9. Tracking sheet of classes.
(Upon approved funding – with the assistance of and academic counsellor send a list of courses required to complete your Certificate/Diploma/Masters/Ph.D.)
10. Grade 12, ABE 12, Adult 12, GED 12 Marks and recent Univ/College Transcripts.
11. Final registration (Official form from institution listing classes in which you will be enrolled)
12. **Vaccination Policy – Applies in the event of a pandemic**

In order to receive funding from James Smith Post-Secondary Board, students need to provide proof of full vaccinations. This will help ensure compliance with various programs and Federally funded guidelines and mandates and will help avoid future administrative challenges.

13. **Mandatory Student Assessment Policy**

Beginning in 2022-23, the PSSSP will fund all of the educational assessments for all new students. These assessments will be completed before the start of the Fall term. it is Mandatory for All incoming students to complete in order to receive funding. These will continue on an annual basis. (**June 27, 2022 PSSSP Board Meeting**)

Students who apply for Post-Secondary Funding must wait for the approval from the James Smith Post-Secondary Director before registering, due to the financial responsibility.

15.3 Accessing PSSSP Funding Application Forms:

- Available at Band Office
- www.jamesmithcreation.com (under the PSSSP downloads navigation tab)

15.4 Notification:

- Applicants will be advised by the Post Secondary Director as soon as the final selection is made available.

JSCN PSSSP WAIVER:

I hereby authorize JSCN PSSSP Director to have access to my Academic Progress Including Registration Program, Transcripts. Etc.,

Name: _____
 Print Name

Date: _____

Signature: _____

Institute: _____

Term: _____
 Fall, Winter, Spring, Summer

Student #: _____

Program/Course: _____

Students are required to access the University/College/Technical Institutions waiver forms they have for students at the students request and send these signed waiver form to the Post-Secondary Director as a condition of funding.

STUDENT CONTRACT

I understand the following conditions to adhere to the school regulations by the James Smith Cree Nation Post-Secondary:

1. I will accept the responsibility to adhere to the institute regulations and meet the standards required by the institute as a condition of James Smith Cree Nation Post-Secondary Student Support Program sponsorship.
2. I agree to attend class regularly.
3. I agree to consult with the Post-Secondary Director of my program if any problems arise academically, emotionally, physically, and financially.
4. I agree to provide my marks and reports in a semester by semester basis to the Post-Secondary Director either digitally emailed or faxed
5. I agree to report any changes to my student and/or program status promptly. I understand that it is a serious matter to provide false information and/or fail to report any changes in the information provided.
6. I authorize the Post-Secondary Student Support Program Director to obtain information from persons, agencies, or organizations to determine and/or verify my eligibility for benefits or services under the Post-Secondary Student Support Program.
7. I declare that all information provided is true and complete.
8. I Understand I have the right to appeal any decision made with respect to my application for sponsorship in accordance with Post-Secondary Student Support Program Policies.
9. I am aware that the Post Secondary Student Support Program is not responsible for any other funding I receive that is not associated with the Post-Secondary Student Support Program. (August 3, 2023)

I hereby agree to the terms/conditions for financial assistance that I have read above.

Student Name: _____
(Print Clearly)

Date: _____

Student Signature: _____