

## **Application Check List**

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- Letter of Intent**
- Official Acceptance Letter**
- Official Transcripts**
- Program Outline**
- Program Fees/Tuition**
- Book Fees/Supply Fees**
- Start/End Dates**
- Signed Declaration**
- Signed Student Waiver**

**All items listed are necessary to complete your application; we do not sponsor incomplete applications.**

**Deadline for applications: April 30th**

**All information can be emailed to [educationcoordinator@gitsegukla.net](mailto:educationcoordinator@gitsegukla.net)**

**Or faxed to: 250-849-5276**

**Official transcripts need to be dropped off at the office or mailed to:**

**Gitsegukla Community Education Development Authority**

**305 Park Drive**

**Gitsegukla, BC V0J 2J3**

**Call: 250-849-5739 ; 250-849-8451**

**Gitsegukla Education**  
**Post Secondary Funding Application**

**Please answer all questions.**

**Full Legal Name:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

**Current Address:** \_\_\_\_\_

**Home Phone #** \_\_\_\_\_ **Cell #** \_\_\_\_\_

**Alternative Contact: Name** \_\_\_\_\_ **Phone#** \_\_\_\_\_

**Band Name and Number:** \_\_\_\_\_

**Social Insurance Number:** \_\_\_\_\_

**Current Occupation:** \_\_\_\_\_

**Source of Income:** \_\_\_\_\_

**Spouse:** \_\_\_\_\_

**Spouse Work Place:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Dependents; children age 18 and under, must reside with applicant while attending school**

\_\_\_\_\_ **DOB** \_\_\_\_\_

\_\_\_\_\_ **DOB** \_\_\_\_\_

\_\_\_\_\_ **DOB** \_\_\_\_\_

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**DOB**

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**Program Name:** \_\_\_\_\_

**Start Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_

**Institute Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone #** \_\_\_\_\_ **Fax#** \_\_\_\_\_

**Most Recent Transcripts Enclosed**      **YES**      **NO**

**Program Outline Enclosed**      **YES**      **NO**

**Fall Semester**      **BOOKS \$** \_\_\_\_\_ **TUITION \$** \_\_\_\_\_

**Winter Semester**      **BOOKS \$** \_\_\_\_\_ **TUITION \$** \_\_\_\_\_

**Spring/Summer Semester**      **BOOKS \$** \_\_\_\_\_ **TUITION \$** \_\_\_\_\_

**Have your previously received sponsorship from this band: YES NO**

**If yes please provide official transcripts from that sponsorship**

**Dates that you attended: FROM** \_\_\_\_\_ **TO** \_\_\_\_\_

**Institution:** \_\_\_\_\_

**Did you complete the program YES NO**

**If no, reason for not completing the program:** \_\_\_\_\_

\_\_\_\_\_

**Were you employed as a result of this program YES NO**

**Location of Employment:** \_\_\_\_\_

**Length of Employment:** \_\_\_\_\_

## **STUDENT WAIVER**

**Program:** \_\_\_\_\_

**Institute:** \_\_\_\_\_

**Institute Address:** \_\_\_\_\_

**I, \_\_\_\_\_ do hereby permit Gitsegukla Education to contact the above noted institute to inquire about all aspects of my education and to release grades as requested during the 2016 – 2017 school year. This waiver will be in effect from July 1, 2016 to July 31, 2017. Please provide the Gitsegukla Education with all requested information/material as they are my educational sponsor.**

**Student's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**This document must be signed and returned before any funding agreements are finalized.**

## **DECLARATION**

**I, \_\_\_\_\_ am aware of what is expected of me as a student and I am willing to abide by the student funding guidelines. I also understand that by not abiding by these guidelines my funding may be discontinued as a result. Therefore, I will:**

- A) Immediately notify my sponsor of any changes in my program.**
- B) To submit copies of my academic records and with the understanding that continued sponsorship will be based on my satisfactory academic progress.**

**Student's Signature: \_\_\_\_\_**

**Date: \_\_\_\_\_**

**This document must be signed and returned before any funding agreements are finalized.**

**Gitsegukla Education**  
**POST SECONDARY STUDENTS'**  
**Funding Guidelines**

1. Students enrolled in a University/College Entrance Program (CCP/Upgrading) have 10 months to complete the program. Students can only be sponsored for UCEP once.
2. The maximum amount of years that a student can be sponsored is 5 years.
3. As a student you must take a minimum of four courses at all times in order to receive a training allowance, providing us with your registration papers will help us determine whether or not you are eligible for a monthly training allowance. You should not add or drop classes without first discussing this with us. For students who are attending CCP you need to request a letter from the CCP coordinator stating that you are considered full-time by the college.
4. Training living allowance is paid to the student on a monthly basis. This allowance will be deposited into your account on the last Friday of every month. Training living allowance is to be used for: rent, food, daily travel, childcare, clothing, etc. An advance on training allowance is not granted for any reason whatsoever.
5. As your sponsor, Gitsegukla Education, is not liable for any debts that you incur while being sponsored by us, or any past debts incurred before your sponsorship, (example: Past outstanding invoices from any institution, and students loans).
6. Students are responsible to find their own accommodations while attending school, and to pay for damage deposits. If you plan to stay at dorms it is also your responsibility to make arrangements and to pay for dorm deposits.
- 7.

Book money will be issued at the start of your first semester and at the start of the second semester. Please spend this money wisely because this is all you will get. Purchase only what is necessary and most important (texts) to the courses that you are taking. Keep all your bookstore receipts.

8. Travel will be issued upon request at the beginning of September, Christmas, and at the end of the school year. Please call at least 2 weeks in advance of your travel date. Travel is provided to students who live on reserve and have to move away to receive their education.
9. All Sponsored students must make sure that the following is in their files:
  - Letter of Acceptance
  - Registration Papers (before the start of the semester)
  - A copy of transcripts
  - Attendance records when requested
  - Copy of Dogwood for grad students
10. If you are ill or have been in an accident and cannot attend classes, you are required to notify us and provide a doctor's note. Failure to supply these documents could mean discontinuation of sponsorship.
11. Please keep us informed of your address and phone number.

**12. Regular attendance is mandatory.**

**13. You must maintain a passing grade of C+ or better at all times.**

#### 14. Filling out your application form.

- By signing the declaration, this means that you have read the Post Secondary Students' funding guidelines and that you understand the guidelines and what is expected of you as a band funded student.
- Start/End Dates, this is required so that we can allocate the appropriate amount of funding required by you for the entire year. If no dates are given then September to April is assumed and no extensions will be given.

**\*\* All previous sponsorships with us will be taken into consideration when reviewing your application for sponsorship.**

**\*\* We do not sponsor out of the country**

**\*\* Please keep these guidelines for your information**

**\*\* We do not pay tuition for the same class/program more than one time.**

**\*\* Tuition paid to private institutions (who charge higher fees) may be limited, and additional funding may need to be secured by the student prior to our agreement to fund the student.**

**\*\* Funding is limited to one area of study; for example: If you choose to take carpentry we cannot fund you in business administration and vice versa.**

**\*\* Funding levels; Example: Once you have taken a university level program you will not be funded in a lower level education bracket such as college or UCEP.**