

DGGR-00X: Déljñę Student Financial Support Program

DEPARTMENT: Beneficiaries Services
Subject: Student Financial Support

**1. Definitions:**

“Déljñę Beneficiary” refers to anyone enrolled as a participant in the Enrolment Register pursuant to Chapter 4 of the Dene and Métis Comprehensive Land Claim Agreement and the Sahtú Dene and Métis Settlement Act and is a Sahtú Dene or Métis within the meaning of the said agreement and act.

“designated/accredited institution” refers to any post-secondary institution that will lead to a license, certificate, diploma, undergrad, masters or doctoral degree.<sup>1</sup>

“financial assistance” means funds awarded to Déljñę beneficiaries in a full- or part-time program at an *designated* institution.

“full-time” studies or student refers to being enrolled in at least 60% of a full course load at a designated institution **or** 40% of a full course load if the student has permanent disability while “part-time” student of studies refers to any course load less than the fore-mentioned amounts.

“upgrading” is defined as any Adult Basic Education (ABE) at a designated educational institution.

**2. Authority and Application:**

The program is provided under the guidance and authority of the Sahtú Dene and Métis Comprehensive Land Claim Agreement; permitted activities Chapter 11, Schedule I:

1. Education and Training

(d) Scholarships for participants to enable them to attend educational institutions within and outside the Northwest Territories

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<sup>1</sup> For a full listing of designated educational institutions in Canada, please refer to the *Master List of Educational Institutions* at: <https://www.canada.ca/en/employment-social-development/programs/designated-schools.html>

(e) Vocational training and similar programs for participants within and outside the Northwest Territories.

This policy has been developed and approved by the Dene Gha Gok'ə Réhkw'ı and applies to all applications for financial support for post-secondary education. This policy is considered a "living document" in that it will be reviewed regularly and is subject to change.

### 3. Purpose:

The Dene Gha Gok'ə Réhkw'ı has implemented a student support "top-up" fund and recognition award program for beneficiary students. The purpose of this fund is:

- to encourage beneficiaries to pursue and explore educational endeavors, which promote and benefit the well-being of Délıne Beneficiaries;
- to provide "top up" financial support which complements funds provided by other organizations and/or government(s);
- to encourage and assist Délıne Beneficiaries who wish to pursue post-secondary studies leading to a professional career; and
- to recognize those that have followed through with their studies and successfully completed their program(s)
- \*\*To recognize those that have chosen to pursue summer employment or practicum placements in Délıne and have excelled in completing their employment or practicum period\*\*

The purpose of this financial assistance is to *supplement* any additional sources of income that students may receive and is not to be considered full payment for all course of study.

### 4. Eligibility:

Students are eligible to apply for this financial assistance program if they meet the following requirements specific to each stream of the program.

- a) Applicant must be a Délıne beneficiary and enrolled in a designated educational institution (see **1. Definitions**)
- b) Applications from Délıne beneficiaries who receive student financial assistance from other Land Claim Agreements will not be approved.
- c) There are no deadlines for applications - they will be accepted at any time ***within a given semester*** (no retroactive payments will be given for previous semesters in which students have not submitted application for financial support).
- d) For a program to be approved it must be a full-time program at least 12 continuous weeks at a post-secondary institution on the master list of designated institutions. Spring or summer semester programs which are slightly

less than 12 continuous weeks will be eligible as well. Students registered in part-time studies at accredited institutions may be eligible for pro-rated funding (see Section 7. Payment Schedule).

## 5. **Types of Financial Support:**

The Délı̄nę Student Financial Support Program (DSFSP) is separated into five categories (with provisions for both full- and part-time students, prorated accordingly (see Section 7. Payment Schedule)

- a) **Post-Secondary** – for all certificate, diploma, degree level courses (including Access and/or College or University Entrance Programs)
- b) **Upgrading**– for all upgrading courses
- c) **Apprenticeships** – for all trades/vocational programs
- d) **Grad Awards** – for all students successfully obtaining one of the following:
  - High School Diploma
  - College Certificate or Diploma
  - University Degree (Undergrad or Masters) or Doctorate
  - Journeyman/Trade Certificate or License
- e) **Summer Employment/Practicum Awards** – for all students that remain in or travel to Délı̄nę to fulfill summer term employment or practicum placements and successfully complete their term.

## 6. **Budget:**

The budget for this program is set by the Dene Gha Gok'ə Réhkw'I (DGGR) and approved by the DKK. It is reviewed annually in the DGGR Budgeting Process and is subject to change, based on funding availability.

The payment schedule is to be administered in conjunction with both the DGG Education and Finance Departments.

## 7. **Payment Schedule**

### a) **Tuition Support (not including Upgrading Students)**

A lump sum payment of \$1000 per semester for full-time students and \$600 per semester for part-time students will be provided to offset the cost of tuition and any additional fees (i.e., application fees, examination fees, tutoring, etc.)

### b) **Monthly Living Allowance (including Upgrading Students)**

Support will be provided monthly throughout each semester the student is registered in.

Monthly living allowance payments have been established at a base rate of \$500 per student without dependents and \$750 for students with dependents (subject to change upon funding availability). **Full-time students** will receive this full amount,

while **part-time students** will receive 60% of these amounts (i.e., \$300 without dependents and \$450 with dependents).

### c) Grad Awards

The breakdown for payments for graduates are as follows:

High School -	\$500
Certificate -	\$1000
Diploma -	\$2000
Degree/Trades Licence -	\$3000
Masters/Doctorate -	\$5000

### d) Summer Student Award

All Déjîņę beneficiary students who obtain summer term employment or practicum placements within the community of Déjîņę (whether they are current full-time residents of Déjîņę, returning students, or are visiting Déjîņę for the first time) will be eligible to receive an award of completion (valued at **\$500**).

## 8. Application Process:

The guidelines outlined in this policy demonstrate DGGR's commitment to a fair and consistent approach to the administration of allocating financial support to all Déjîņę Beneficiaries.

Thus, to best support our students' needs, the DGGR has developed the following application process. To be considered for this funding program:

- a) All first-year applicants for any program must submit **all** of the following supporting documentation:
  - Fully completed **Form A – Student Application**;
  - Fully completed **Form B – Student Enrolment (to be completed by Educational Institution)**;
  
- b) All continuing applicants must submit *only* the following at the beginning of each new semester of study:
  - Fully Completed **Form C – Continuing Students**
  - Fully Completed **Form B – Student Enrolment**

**\*\*NOTE:** Should any pertinent information for the student change throughout the year, it is the students' responsibility to complete and submit **Form D – Change of Student Information** as soon as possible so that changes to payment can be adjusted accordingly. This information includes, but is not limited to:

- Address (current or permanent)
  - Location of Educational Institution
  - Program of Study
  - Part-time vs Full-time enrollment
  - Dependent status (i.e., with or without dependents)
- c) Students must apply for any Grad Award within **six** months of completing their program. All Grad Award applicants must complete **Form E – Grad Award** and submit:
- Copy of Certificate/Diploma/Degree/License
- d) Students applying for the Summer Student Award must complete **Form F – Summer Student/Practicum Award** (to be completed in part by employer or supervisor) upon completion of term of employment as per employment agreement.

#### 9. Implementation Process/Administration:

To best support our students' needs, the Beneficiaries Department works in collaboration with both the Education and Finance Departments.

Department of Beneficiaries Services – responsible for review and evaluation of policy, budget, payment schedule, and procedures.

Department of Education – responsible for administration of applications (as outlined in Procedures).

Department of Finance – responsible for enforcement of payment schedule.

#### 10. Procedures:

- a) The Education Department (Post-Secondary Student Support Worker) (PSSSW) receives all applications for financial assistance.
- b) The PSSSW will confirm that the applicant is a Déljné beneficiary by consulting with the Beneficiaries Services Department.
- c) The PSSSW will confirm that the applicant is enrolled full- or part-time in a program at a designated educational institution.
- d) The PSSSW will confirm that all required documentation, including proof of registration, is included with the application, the application is complete and signed by the student.
- e) The PSSSW will send a letter to both successful and unsuccessful applicants notifying them of the status of their application.
- f) The PSSSW will update the student information file.

- g) When the application is completed, it will be shared with the Beneficiaries Department to update the citizen registry.
- h) Successful applicants will receive payment as outlined in Section 7.
- i) The PSSSW will provide a listing of approved applications and amounts to the Manager – Financial Services.
- j) Financial Services Department will arrange for the deposit of payments to the applicant's bank account. Payments will be processed on the first of the month or as soon as the application is approved.
- k) Financial Services Department will notify the PSSSW when payments for students are processed.
- l) The Education Department will report quarterly to the DGGR on all expenses to-date as well as updates on students' applications.
- m) The Délı̨ne Got'ı̨ne Government will not advance approved funds for any reason.
- n) For each month of a program in which the student is enrolled for fifteen (15) days, they will be eligible to receive funding for that month.
- o) Any exceptions must be approved by the Dene Gha Gok'ə Réhkw'ı̨.

#### **11. Appeals Process:**

Any appeals by students unsuccessful in receiving funding can submit a letter of appeal to the DGGR for reconsideration. All determinations made by the DGGR will be final.