



Post-Secondary Funding Recipient Policy & Contract

Preamble, Goals, and Objectives

The Caldwell First Nation (CFN) Post-Secondary Education Department (PSED) is responsible for the delivery of Post-Secondary Funding for CFN. CFN citizens on the Band Membership list who are recipients of this funding (herein referred to as “Recipients”) are required to sign this policy as a condition of funding.

CFN Chief & Council signed a Band Council Resolution (BCR) committing set funds in addition to the Indigenous Services Canada (ISC) funding currently in place in an effort to fund more students. The goal is that eligible Recipients under the CFN Post-Secondary Education Student Assistance Policy (CFNPSESAP) are not denied assistance due to lack of or depletion of federal funding. In order to ensure responsible utilization of these funds by all Recipients, this policy was developed to clearly outline expectations and requirements of those in receipt of the funding. The goals and objectives of this Policy are as follows:

- To ensure Recipients are aware of their obligation to utilize the funding for its intended use;
- To encourage Recipients communicate with CFNPSED on a regular basis with regards to attendance, classes, barriers, etc. which may result in becoming a “Student Not in Good Standing”;
- To ensure Recipients are aware of the consequences of becoming a “Student Not in Good Standing”;
- CFN will work to be proactive in preventing “Students Not in Good Standing”; and
- To increase the completion/graduation rate of CFN students.

Consequences of Becoming a “Student Not in Good Standing”

According to the CFNPSESAP (implemented April 1, 2020):

“12.1 Any expenditure made to or on behalf of a student for which that student is ineligible places that student in a “Not in Good Standing” status within the meaning of this policy. Examples of situations include (but not limited to) the following:

- a. Allowing tuition payments under Section 6(2) to be made on their behalf where a stop-payment opportunity existed and was missed.*
- b. Producing an unsatisfactory academic progress report.*
- c. Incarceration.*
- d. Giving false/invalid information at the time of application.*
- e. Participating in inappropriate use of funds.*
- f. Not attending classes.*
- g. Any other reason reviewed and recommended by the CFNPSED and DOO and confirmed by the Education Advisory Committee and Council. (Note:*



would likely warrant a change in the policy to include the reason under this section).

12.2 The CFNPSED may set terms and conditions to allow students to regain their “Good Standing” status by:

- a. allowing students to repay any funds paid out during the period of ineligibility.
- b. allowing the students to use their own financial resources to attend and successfully complete one full term or semester before being considered again for sponsorship.”

Recovery of Funds from a “Student Not in Good Standing”

Because Caldwell First Nation commits own-source revenue to ensure Recipients are afforded the opportunity to attend post-secondary studies, the position of Caldwell First Nation is to ensure recovery of funds not utilized for its intended purpose from the Recipient. CFN will recover these funds in the following ways:

- Apply any honorarium/per diem/stipend and mileage for any CFN events, meetings, etc. to the debt incurred by the Recipient;
- Apply any Cost of Living Allowance (COLA) distribution to the debt incurred by the Recipient; and
- Apply any other monies flowing from Caldwell First Nation to the Recipient towards the debt until the full amount has been recovered.

Process of Decisions and Application of this Policy

Caldwell First Nation will be notified when there is a “Student Not in Good Standing” and if the “Student Not in Good Standing” does not exercise option 12.2 (a) will take the following measures:

- CFN Administration will review the documentation and details provided, including total debt amount;
- CFN Administration will provide details to Chief & Council in-camera for discussion and formal decision;
- Chief & Council, based on the details provided, will determine whether or not to place the Recipient in “Accounts Receivable” status with CFN;
- If the Recipient is placed in “Accounts Receivable”, Administration will apply “Recovery of Funds from a “Student Not in Good Standing” to the debt and ensure it is reflected on their student file and credit applied accordingly; and
- Will notify the recipient of any payments recovered and applied on their behalf.



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Acknowledgement and Agreement

I _____ acknowledge that I have carefully read this CFN Post-Secondary Funding Recipient Policy and the CFN Post-Secondary Education Students Assistance Policy. I agree with and accept all the terms and conditions outlined in those policies and agree that they are fair and reasonable and a condition of my receiving funds from CFN.

In consideration of payments made to me or on my behalf by CFN, I agree that if I become a "Student Not In Good Standing" under the CFN Post-Secondary Education Student Assistance Policy, I will repay (CFN) all amounts paid to me or paid on my behalf in accordance with this Policy and the CFNPSESAP.

Name: _____

Signature: _____

Date: _____

Witness: _____