



# **Post-Secondary Education Financial Assistance Policy**

Revised Date  
May 15, 2025

# 1. Background

The Caldwell First Nation Post-Secondary Education Department (the “**Department**”) has a mandate to deliver the Caldwell First Nation Post-Secondary Education Program (the “**Program**”) through funding received by Caldwell First Nation and Indigenous Services Canada (ISC). This Program is intended for Caldwell First Nation Citizens (on the Band Membership List) in accordance with the ISC Post-Secondary Student Support Program’s National Guidelines and the Caldwell First Nation Post-Secondary Education Financial Assistance Policy (the “**Policy**”).

# 2. Introduction to the Policy and Program

The mission of the Department is to assist eligible and qualified Students in their pursuit of higher educational opportunities. It strives to enhance the experience of the learner by supporting and advocating for Students while they are on their academic path.

The goal of the Department is to continually increase the number of Student graduates, while maximizing the limited funds, in accordance with relevant policies in order to enhance the student, their family and Caldwell First Nation.

The Policy objectives are to improve communication and develop skill sets of the Students while strengthening partnerships for the continual success for the next seven generations in the following ways:

## **Improve Communication**

- Increase communication to and from Students through student service contracts, Caldwell First Nation Education webpage, phone, email, orientation and one-on-one or group counseling sessions.
- Strengthen communications between Department staff and outside educational institutions through career fairs, annual open-houses, and other outreach activities.

## **Develop Student Skill Sets**

- To be responsive to Student needs by establishing a rapport through counseling sessions, meetings, and discussions.
- Encourage Students to access educational institution supports to increase their skill set.
- Locate and develop workshops for Students to obtain the necessary skills to be successful in their education.

## **Strengthen Partnerships**

- Develop partnerships with local post-secondary institutions by having representation on the Indigenous education councils or committees to advocate for Students and advise on initiatives, research, community resources, academic programming and oversight of services.

# 3. Policy Scope

This document outlines the Caldwell First Nation Post-Secondary Education Financial Assistance Policy and shall:

- Establish clear criteria to be met by eligible citizens in order to qualify for and maintain continued financial assistance.

- Outline the types and maximum levels of allowances that may be available.
- Provide clear definitions and maximum duration of assistance that may be provided with respect to various levels of Post-Secondary Education through the Policy.
- Ensure Students make their education studies a top priority and are achieving a minimally acceptable Grade Point Average (GPA) requirement for their program of studies (see Definitions).
- Programs offered by private Post-Secondary Institutions will not be funded under this Policy.

## 4. Interpretation

- 4.01 References to funds always refers to Canadian currency unless otherwise stated.
- 4.02 Eligibility under this Policy does not guarantee receipt of assistance. The Department **may**, at times, be unable to fund all eligible expenses under this Policy due to lack of available funds.
- 4.03 Defined terms and words include all grammatical variations of those terms and words, such as different tenses and suffixes.

## 5. Definitions

**“Academic Year”** is as defined by the post-secondary institution but will not be less than eight months’ duration.

**“Accessibility Services”** - is defined as providing support and services to students with documented exceptionalities.

**“Applicant”** means any person who applies for Sponsorship under this Policy.

**“Asynchronous”** refers to a program that allows you to learn on your own schedule, within a certain timeframe. Not in a physical classroom (online or distance studies).

**“Caldwell First Nation Council” or “Council”** means the executive decision-making body made up of the Chief and Councillors of Caldwell First Nation selected in accordance with the custom Election Code of Caldwell First Nation. May also be used intermittently with **“Chief & Council”**.

**“Canadian Public Institution”** is a post-secondary institution which receives the majority of its funding from federal and provincial governments.

**“CEGEP”** is an abbreviation of College d’Enseignement General et Professionnel. CEGEPs operate in Quebec.

**“CFN”** is an abbreviation for Caldwell First Nation.

**“Citizen” or “Citizenship”** means a person whose name has received Caldwell First Nation Indian Status under the Indian Act and on the Caldwell First Nation Band Membership List maintained by the Membership Clerk. People who are eligible for Indian Status but have not received a certificate of Indian Status by Indigenous Services Canada and are not on the Caldwell First Nation Band Membership List are not considered Citizens. Associate members are not considered Citizens.

**“CAO”** Chief Administrative Officer of Caldwell First Nation.

**“Course Months”** are defined as the number of months required to complete a program or course of study.

**“Co-op Education”** is defined as a program which alternates periods of academic study with periods of work experience for which the Student receives remuneration from the employer.

**“Deferred Student”** is a student who was an eligible first-time Applicant in the past but not funded due to limited funds. A Deferred Student is not the same as a Waitlisted Student.

**“Department”** refers to the Caldwell First Nation Post-Secondary Education Department operated by CFN staff for the delivery of the Program under the direction of the Chief Administrative Officer.

**“DSIS”** refers to the Dadavan Student Information System.

**“Education Advisory Committee”** is defined in section 10.c. as “The Education Advisory Committee shall be comprised of three Citizens of Caldwell First Nation on the Band Membership List, an ex-officio member of Council (holding the Education Area of Focus), and one ex-officio staff member providing administrative support (i.e. recording minutes). They meet quarterly to review reports, policies, and other relevant materials to enhance the Policy. They will also meet to review appeals. Refer to the ***CFN Education Advisory Committee Terms of Reference*** and the ***CFN Overarching Committee Terms of Reference***.”

**“Enrollment Status”** refers to a student's official standing based on their course load or participation in an educational program (full-time or part-time).

**“Extenuating Circumstances”** are unplanned events of a significant nature and may include a medically diagnosed condition, mental health issues or illness, death in the family, or accidental injury. Extenuating Circumstances do not include ceremonies or religious practices and requires professional documentation.

**“Family”** – is defined as a student’s spouse, child(ren), siblings, parents, grandparents, aunts, uncles, and their spouse’s child(ren), siblings, parents, and grandchildren.

**“Field Placement”** is defined as an opportunity to gain vital work experience, develop professional contacts within the industry and enhancement of resume while studying. It is typically an unpaid position.

**“First Nation”** shall have the same meaning as “Band” defined in the Indian act.

**“Free Application for Federal Student Aid”** – Federal student aid comes from the federal government – specifically the U.S. Department of Education. It is money that helps a student pay for higher education expenses (i.e. college, career school, or graduate school expenses). Federal student aid covers such expenses as tuition and fees, room and board, books and supplies, and transportation. Aid also can help pay for a computer and for dependent care. There are three main categories of federal student aid: grants, work-study, and loans. Students should check with their educational institution to find out which program(s) it participates in; may also check: [www.fafsa.gov](http://www.fafsa.gov).

**“Foreign Institution”** refers to a post-secondary institution located outside of the geographic boundaries of Canada that receives the majority of its funding from government entities. For clarity, “Foreign Institution” does not include Private Post-Secondary Institutions.

**“Grade point average” or “GPA”** is the grade assigned to the student by the post-secondary institution of registry for the average graded achievement of all courses undertaken in an Academic Year.

A+ 90 – 100 %	Grade A	Grade Point 4 Excellent
A 80 – 89 %	Grade A	Grade Point 4 Excellent or Great
B 70 – 79 %	Grade B	Grade Point 3 Good or Above Average
C 60 – 69 %	Grade C	Grade Point 2 Satisfactory or Above
D 50 – 59 %	Grade D	Grade Point 1 Below Average or Poor
F Less than 50%	Grade F	Grade Point 0 Unsatisfactory or Failure

“**IEP**” refers to an Individual Education Plan or its equivalent. This is a plan developed to ensure a student who has a disability receives specialized instruction and services.

“**Internship**” is defined as an opportunity offered by employers to students interested in the industry. Internships may be paid or unpaid.

“**ISC**” is an abbreviation for Indigenous Services Canada.

“**Lateral Learning**” is defined as re-applying at the same academic level rather than advancing to a higher-level program of study.

“**Mature Student**” is defined as a person over the age of 21 and who has been out of school for at least two years and meets all other eligibility criteria in this Policy.

“**Policy**” refers to this Caldwell First Nation Post-Secondary Education Financial Assistance Policy.

“**Post-Secondary Education**” means a program of studies, offered by a Post-Secondary Institution, for which completion of secondary school studies or equivalent is a prerequisite.

“**Post-Secondary Institutions**” are degree, diploma, and certificate-granting institutions which are recognized, and include educational institutions affiliated with, or delivering accredited post-secondary programs by an arrangement with a Post-Secondary Institution.

“**Private Post-Secondary Institution**” is a Post-Secondary Institution which receives the majority of its funding from the student fees, and from sources other than governments.

“**Program**” refers to the Caldwell First Nation Post-Secondary Program.

“**Program of Studies**” includes all post-secondary Programs leading to a certificate, diploma, or degree. For the purposes of this Policy, the Program of Study is divided into the following categories:

- Level I: Undergraduate Certificate or Diploma programs
- Level II: Undergraduate Degree programs
- Level III: Advanced Graduate Degree programs or Master's program
- Level IV: Doctoral programs

“**Pro-rated**” is defined as the division of monthly living allowances into weekly amounts.

“**Semester**” refers to a part of the Academic Year, as defined by the Post-Secondary Institution. Semesters usually cover the periods from September to December; January to April; or May to August.

“**Sponsor**” refers to approval of funding by the Department.

“**Student**” is defined as an individual sponsored by Caldwell First Nation under this Policy.

**“Textbooks and Supplies”** are defined as: textbooks identified by the school/course list as necessary for the course. Receipted supplies include items such as: pens, pencils, paper, binders, notebooks, and other supplies as defined in the course outline.

**“UCEP”** is an abbreviation of University and College Entrance Programs.

**“Waitlisted Student”** is an eligible Student who has been funded in the past but could not be funded due to a lack of funds.

## 6. Responsibilities

### 6.01 Responsibilities of the Department:

- (i) To provide information to the CAO concerning the overall management and delivery of the Program.
- (ii) In conjunction with the CAO, annually review the Policy and make recommendations for changes based on ISC National Guidelines, or other suggestions for changes based on the review, evaluation, and/or development of First Nation-specific programs provided by local colleges and universities.
- (iii) To provide monthly reports to the CAO.
- (iv) To present intake submissions for approval (October 1, March 1, and May 1) to the CAO.
- (v) To help establish an Education Advisory Committee.
- (vi) To provide quarterly reports to the Education Advisory Committee.

### 6.02 Responsibilities of the Education Advisory Committee:

- (i) Review quarterly reports.
- (ii) Review any appeals granted to Students.

### 6.03 Responsibilities of Students:

- (i) Complete the post-secondary institution’s form of consent to release your academic information and post-secondary institution account information to the Education Manager of the Department.
- (ii) Submit all required documentation via email and the DSIS portal within 21 days of completion of term or Semester.
- (iii) Students on an IEP are required to:
  - (a) Meet with a Counsellor in Accessibility Services prior to the beginning of a Semester and revise their IEP indicating any changes; and
  - (b) Provide a letter from their Counsellor in Accessibility Services to Department staff prior to the Academic Year indicating required supports are in place. If taking a reduced load, the letter must include that it is an accommodation approved by their Counsellor.
- (iv) Students are required to provide proof of graduation and submit the appropriate documentation via DSIS and email upon receiving their certificate, diploma, degree, etc.

## 7. Eligibility

7.01 To be eligible for financial assistance under the Policy, Applicants must:

- (i) Provide proof of Caldwell First Nation Citizenship;

- (ii) Have not accessed or been enrolled in the program within the past five years for the same Program of Studies level;
- (iii) Possess a grade 12 secondary school graduation diploma or its equivalent and have met university or college entrance requirements;
- (iv) Provide an acceptance letter from the Applicant's chosen university or college and/or a documentation confirming enrolment in a program of studies at a Post-Secondary Institution;
- (v) Maintain 2.0 (60%) GPA or higher or the standard set by the Student's Program of Studies;
- (vi) Successful completion of 75% the Student's course load per Semester; and
- (vii) Duly signed this Policy by the submission date (see section 12).

## 8. Priority for Funding

8.01 Within the limits of funding received by the Department, the Program shall provide financial assistance through the following priority allocation system:

Priority Designation	Definition of Designation
1	Students continuing post-secondary studies, in good standing within this Policy and funded by Caldwell First Nation the previous semester. Applicants enrolling in Indigenous teacher language programs. Students who have ceased to attend school for Extenuating Circumstances/mental health issues supported by medical documentation.
2	Deferred Students/Applicants from the previous year who were eligible first-time Applicants and denied due to lack of funding.
3	Students newly graduated or within a 24-month period from secondary school and moving into post-secondary studies within this Policy.
4	Students aged 21 and over who are first time Applicants. CAEC and ACE graduates.
5	Mature Students returning after a break (for 2 or more consecutive semesters) in post-secondary studies and are returning in good standing as defined by this Policy.
6	Students who have previously dropped out or discontinued their program and are out of school for one year.
7	Students who have regained their "student in good standing" (see section 16) <b>may</b> receive financial assistance.

8.02 The Post-Secondary Program does not apply restrictions for eligibility based on age, terminal illness, or learning disabilities.

8.03 Students who are self-funding their post-secondary studies and applying to the Financial Assistance Program, the priority system will apply at the time of application.

8.04 Waitlisted Students will be a priority level 1 for funding if it becomes available.

8.05 Funding is limited and not all Students who apply may receive assistance.

## 9. Type of Assistance

All assistance will be paid in Canadian dollars regardless of the location of the institution.

### 9.01 Tuition Assistance is provided for Students:

- (i) Attending Canadian Public Institutions, at the normal rate in Canadian dollars charged by the institution for a Canadian Student.
- (ii) Attending Foreign Institutions:
  - (a) where no comparable program is available in Canadian Public Institution, at actual rates in the appropriate currency.
  - (b) where a comparable program is offered by a Canadian Public Institution, at the normal rate in Canadian dollars as charged to a Canadian Student by the Canadian Public Institution nearest to the Student's place of residence at the time of application.
- (iii) Attending First Nation Post-Secondary Institutions, in which case the tuition fees will be those normally charged to Students attending a comparable program at a nearby public Post-Secondary Institutions
- (iv) Completing a Prior Learning Assessment (PLAR).

High-Cost Tuition Fees: Students are required to seek out less costly but similar programs, all tuition fees exceeding \$25,000 per annum may be subject to the Education Advisory Committee review and Council's approval.

Tuition is always paid directly to the Post-Secondary Institution. Exceptions will not be made.

9.02 Conference funding—including registration fees and travel expenses—to attend mandatory conferences and school trips directly related to their Program of Studies. A letter of recommendation from their instructor may be required. All mandatory conferences **must be identified at the start of the Program** and approved by the Department. Students must provide the Department with a written report and supporting expense receipts upon return.

9.03 **Assistance for Living Expenses:** Living allowances provided monthly (including Christmas and study breaks) at a rate of \$220/course to a max of \$1,320/month. Allowances will not be paid to Students who are retaking a course for which they previously received funding for. This will begin September (Fall) 2025.

9.04 **Residence Expenses:** Students who are accepted for residence with an educational institution must provide a letter of acceptance from the institution and an invoice for residence fees. Student Residency fees will be deducted from living allowance. Anything over the living allowance is Student responsibility. Anything *under* the living allowance maximum will be given to Students as a monthly allowance. The maximum amount for residence fees in lieu of living allowance is \$5,280 per semester, or \$10,560 per year. Living allowances will not be paid to Students who are retaking a course for which they previously received funding for.

- 9.05 **First Time Applicant Supplies Allowance:** One-time allowance up to \$500 for first time applicants to purchase necessary supplies for post-secondary (ex. Laptop, etc.). Original receipts must be provided.
- 9.06 **Books and Supplies Assistance:** Up to \$500 per Fall and Winter terms for books & supplies—including special equipment—officially listed as required by the institution for a Student’s Program of Studies. Original receipts must be provided. Allowances will not be paid to Students who are retaking a course for which they previously received funding for.
- 9.07 College and University based application fees will be paid by the student.
- 9.08 **High-Cost Equipment Purchases:** High-cost equipment purchases—such as cameras, musical instruments, culinary supplies, etc.—will only be considered under special request and require written documentation from the institution that equipment is essential for the Student’s program. Upon approval, Student’s must submit original receipts. If a Student fails to complete their Program of Studies, all high-cost equipment purchases become the property of the Department and must be returned immediately or the costs may be recovered utilizing the *CFN Post-Secondary Funding Recipient Policy & Contract*. Failure to return equipment to the Department will affect future assistance eligibility.
- 9.09 **Accessibility Purchases:** Accessibility Equipment purchase requests such as readers, scanners, etc. requires supporting documentation from Accessibility Services at the applicable Post-Secondary Institution. If a Student fails to complete their program of studies all special needs equipment purchases become the property of the Department and must be returned immediately or the costs may be recovered utilizing the *CFN Post- Secondary Funding Recipient Policy & Contract*. Failure to return equipment to the Department will affect future assistance eligibility.
- 9.10 Health and dental fees **may** be paid or reimbursed for Students accessing this Program.
- 9.11 Other personal expenses, costs, wage losses, or payments, including child care costs will not be paid or considered for Students accessing this Program.
- 9.12 **Requests for Alternate Funding or Financial Assistance:** Students may request funding arrangements that differ from those contained in this Policy. Such requests will be reviewed by the Department who will make recommendations to Council. Requests for alternate funding arrangements will considered individually, based on Student's past financial history with the Department, past academic record, and funding availability.

Retro-active funding is not permitted for studies in previous fiscal or academic years.

## 10. Levels of Assistance and Student Status

Approved Students shall be eligible to receive assistance types outlined in section 9 of this Policy.

**Asynchronous Programs:** Students enrolled in asynchronous studies are eligible for assistance in accordance with section 9. Extension fees for asynchronous course work will not be covered. If a course is offered both in class and asynchronously, the Student will be responsible for additional expenses incurred as a result of choosing the asynchronous option.

Co-op Education, Internship and Field Placements: Students who are paid during co-op semesters will not be eligible for living allowances unless the monthly wage is less than the monthly max living allowance noted in subsection 9.03.

PhD Student funding will be based on financial need. PhD Students must complete a Student personal budget which provides financial and/or grant information to the Department.

## 11. Limits of Assistance

11.01 Assistance may be provided at four levels of Post-Secondary Education. The maximum time a Student may receive Sponsorship is listed below by level of Post-Secondary Education, regardless of Student enrollment status:

**Level I:** Undergraduate Certificate and Diploma programs

- Certificate (8 to 24 Course Months) or Diploma programs (1-3 years)

**Level II:** Undergraduate Degree programs

- 3 to 4 years or 24 to 32 Course Months

**Level III:** Advanced Graduate Degree programs or Master's program

- 1 to 3 years or 12 to 36 Course Months

**Level IV:** Doctoral programs

- 4 years or 48 Course Months

11.02 Approved Student's enrolled in undergraduate programs—certificate, diploma, or bachelor's degree—are maximum payable \$35,000 per year.

Approved Student's enrolled in graduate programs—advanced graduate degree, master's, or doctoral—are maximum payable \$50,000 per year.

Such awards are subject to Council approval and may be granted by special request when a graduate Student has extraordinary circumstances that justify exceeding the maximum amounts payable.

Maximum amounts are established under this section to ensure that the most extreme circumstances could be funded as necessary. The actual amount of funding available to a Student will depend on the overall amount of funding available in the program and for each recipient.

11.03 The duration of assistance will be in accordance with the official length of the Program of Studies as defined by the Post-Secondary Institution in which the Student is enrolled.

11.04 Where Students change programs within the same level of study, the Academic Years spent in each program at that level will be calculated together to determine assistance eligibility. Students who change within levels of program studies without consultation and approval from the Department may be deemed ineligible for assistance.

11.05 Intersession/summer term **may** be funded only when it is a regular scheduled Semester for Students.

11.06 In the situation where a Student attends a Foreign Institution and qualifies to receive federal/state financial aid in the form of Pell grants, Free Application for Federal Student Aid (FAFSA), bursaries or

sport scholarships, the federal/state aid will take precedence over the CFN tuition Sponsorship with the exception of work study programs and loans.

- 11.07 Students receiving funding from the Program **must** declare support received from this Program as a source of income when applying for social assistance.
- 11.08 Student loans **will not be repaid** by this Program.
- 11.09 Students must email the Department twice a semester to provide an educational update including grades, attendance, possible issues, etc.
- 11.10 Any late fees, fines, penalties, or additional charges not outlined in this Policy will be the responsibility of the Student.
- 11.11 All Post-Secondary Institution applications, grades and other required educational documentation **must** be uploaded onto the Dadavan Student Information system.
- 11.12 Assistance is not paid to Students who are retaking a course for which they previously received funding for.

## 12. Application Deadlines

- 12.01 All applications, documents and forms must be received by the dates listed below through DSIS and emailed to the Department Manager. Applications received after the deadline will not be considered.
  - May 1 (for September enrolment)
  - October 1 (for January enrolment)
  - March 1 (for intersession/summer enrolment)

There may be up to three intakes per year, based on available funds.

## 13. Review of Applications

- 13.01 Once the submission deadline has passed (see Application Deadlines), the Department will review applications. Applications will be prioritized in accordance with section 8. The Department will then make recommendations for Sponsorship to Council. Council will review and make a final decision on Sponsorship which will be communicated by the Department in writing to the last known address provided by the Student within forty-five days of the deadline established for each session (see section 12).
- 13.02 The Department may, at times, be unable to fund all eligible expenses under this Policy due to lack of available funds.
- 13.03 Student Confidentiality - for Students 17 and under, parental assistance is allowed through the application process and communication will be between the Student, the parent and the Department. For Students 18 and older, any and all processes involved in application to this Program is the Student's sole responsibility. The Department will only communicate with the Student in regards to their

application, funding, grades, etc. Students need to be their own advocates, both with their institution and with the Department.

## 14. Appeals Process

A Student may appeal a decision made under this Policy:

- (i) Student appeals must be made in writing within ten working days of receipt of decision to the department, who will compile relevant information in a report for review.
- (ii) Decisions made by the Education Advisory Committee must be finalized in writing within sixty days of receipt of the appeal. Decisions of the Education Advisory Committee are recommended to Council for the final decision to be made.
- (iii) There is no appeal against refusal of financial assistance because funds are not available or a Student is no longer in good standing (see section 16).

## 15. Student Registry

The Department shall maintain a Student registry. At a minimum, it shall include the Student's name, the Post-Secondary Institution attended, the Program of Study, the support provided, any decisions made regarding the Student under this Policy, transcripts, correspondence between the Department and the Student and any additional information which may be required from time-to-time. This information will be used to ensure Policy compliance and for statistical purposes and will remain confidential. The Department will report statistical information, in confidence, annually to the ISC when required for reporting compliance, as well as Council. Statistical data will be provided annually, at a minimum, to the community.

## 16. Students Not in Good Standing

- 16.01 Any expenditure made to or on behalf of a Student for which that Student is **ineligible** and 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:
- (i) Allowing tuition payments under subsection 9.01 to be made on their behalf where a stop-payment opportunity existed and was missed.
  - (ii) Failure to maintain a minimum 2.0 (60%) GPA or the standard set by the Student's Program of Studies.
  - (iii) Failure of course by reason of poor attendance.
  - (iv) Failure to successfully complete 75% of the Student's course load.
  - (v) Incarceration.
  - (vi) Giving false/invalid information.
  - (vii) Failure to provide all required documentation within 21 days of completion of term or semester or other deadline as outlined in this Policy.
  - (viii) Any other reason reviewed and recommended by the Department and CAO and confirmed by the Education Advisory Committee and Council.

- 16.02 The Department **may** set terms and conditions to allow Students to regain their “Good Standing” status by:
- (i) Repayment of any funds released during the period of ineligibility. Examples include but are not limited to: living allowance, books, computers, tuition, residency fees,
  - (ii) Students using their own financial resources to attend and successfully complete one full term or semester may be considered again for Sponsorship.

## 17. Student Reviews

- 17.01 Upon the completion of each four-month term or Semester, all Sponsored Students will undergo an academic review to determine continued assistance. The Department will determine student success by the following guidelines
- (i) 75% successful completion of the Student’s course load.
  - (ii) A minimum GPA of 2.0 (60%) or the standard set by the Student’s Program of Studies.
- 17.02 A Student must submit a transcript after each Semester to the Department within 21 days of the Students’ receipt of grades for said Semester. If the Student fails to submit a transcript or fails to achieve the student success standards outlined in subsection 17.01above, the Student shall be deemed ineligible for funding and required to pay back the funds received for the recently completed Semester to the Department.
- 17.03 As part of the annual Policy review process, student assistance records may be reviewed up to five (5) previous years to assess continued eligibility and ensure students have remained in good standing with the support received.

## 18. Annual Policy Reviews

The Education Advisory Committee will meet with the Caldwell First Nation Post-Secondary Education Department in January of each year to conduct a review of this Policy. Any recommended changes to the Policy will be presented to Caldwell First Nation Council for review and potential subsequent implementation. Council will review and update this Policy on an annual basis after the Education Advisory Committee review.

As part of this process, student reviews may include an evaluation of up to five years of past assistance. Additionally, the Post-Secondary Education Policy may be reviewed and adjusted at any time to reflect evolving needs, priorities, or circumstances.

In a timely fashion, changes will be communicated to Caldwell First Nation staff, Students, community (via the CFN website at a minimum), as well as appropriate Post-Secondary Institution support personnel.

## 19. CFN Council Right to Review Documents

The CFN Council reserves the right to review and rescind any decision made under this Policy as may be justified by new and relevant information.

## 20. Information and Applications

For further general information or information on process and deadlines for applications for assistance, call 1-519-329-2054 or write to:

Caldwell First Nation  
14 Orange Street  
Leamington, ON N8H 1P5  
Attention: Post-Secondary Education  
[etow@caldwellfirstnation.ca](mailto:etow@caldwellfirstnation.ca)

## Appendix

Changes have been reviewed, discussed and approved by Chief & Council on January 24, 2025. All changes will apply beginning September (Fall) 2025.

- *6.03 Graduation Notice:* An addition to student requirements; to provide documentation upon completion of their studies.
- *9.03 Assistance for Living Expenses:* updated from \$1,600 to \$1,500 and paid per class rather than student status (full-time or part-time).
- *9.05 Supplies Allowance:* updated from Computer Allowance; one-time \$500 allowance for first semester students for supplies.
- *9.07 Application Fees:* College and University based application fees will be paid by the student. No reimbursement from Caldwell First Nation.

Further changes have been reviewed, discussed and approved by Chief and Council on May 15, 2025. All changes will apply beginning September (Fall) 2025. These changes have been made

- *5 Definitions:* To include “Enrollment Status” and “Lateral Learning”
- *7.01 Eligibility Criteria:* An addition to student requirements; have not accessed or been enrolled in the program within the past five years for the same Program of Studies level;
- *9.03 Assistance for Living Expenses:* updated from a max of \$1,500 paid per course to \$220 per course, with a max of \$1,320/month.
- *9.05 Supplies Allowance:* one-time maximum up to \$500 for first time CFN applicants, original receipts required
- *9.06 Books and Supplies Assistance:* updated to up to a max of \$500 per Fall and Winter terms with original receipts required.
- *9.08 High-Cost Equipment:* will only be considered under special request with documentation from the institution and original receipts required.
- *17.03 Student Reviews:* An addition that student records may be reviewed up to five years