

## Introduction

### Vision Statement

The Skidegate Band Post Secondary Education program is designed to encourage and support members of the Skidegate Band to acquire qualifications to become economically self-sufficient and realize their individual potential.

### Policy Objectives

To encourage and support Band members to gain access and graduate from their programs, and to ensure that our membership is informed of the education opportunities as they become available.

### Preface

This Post-Secondary Education Policy has been developed to assist the Education Coordinator to administer the program, to assist the Education Committee and Skidegate Band Council in the selection process, and to help students understand the expectations and process of the Skidegate Band post-secondary program. The policy has been developed in collaboration with the Skidegate Education Committee. This policy is subject to amendment from time to time, based on changes to the post-secondary system and the needs of the band.

It should be noted that decisions made regarding the financial support of Band members who wish to be considered students under the provisions of this policy will be made in the best interests of the community and are contingent upon the Band's ability to fund applicants based on the current available budget.

Students should be aware that financial assistance under this policy is provided to cover a portion of the costs associated with pursuing a post-secondary education. This funding is ***in no way intended to be a replacement for a wage, salary, or any other type of support payment from other sources.*** Part-time or casual employment during educational studies in no way disqualifies Band members from receiving financial sponsorship.

## **Preamble**

Each year Aboriginal Affairs and Northern Development Canada (AANDC) allocate funds on a national level for post-secondary funding. These funds are then distributed to the regional level (provinces) and each region then decides how to allocate the funds. BC region has implemented a per capita formula and the population of each Band determines the level of post-secondary funding.

Each Band is able to develop their own education policy to administer these education funds but also must adhere to AANDC requirements and guidelines. This policy has been developed by the Skidegate Band to administer the post-secondary education program. The policy must be approved by the Skidegate Education Committee and Chief and Council.

## **Amendments**

- Amendments to the Skidegate Band Post-Secondary Policy can, from time to time, be recommended by the Education Committee.
- All amendments must be ratified by Chief and Council
- Changes will be sent to current students who are attending post-secondary schooling.

## Definitions

The following definitions for terms used in this policy are provided for the information of all applicants.

### ***Academic Year***

Is defined by the post-secondary institution and is usually at least 8 months in duration.

### ***College Preparation***

Up to an eight month program that provides for successful completion of academic prerequisite courses required for entrance to a college, university or technical program.

### ***Certificate Program***

Usually a 10 month program that awards a certificate upon completion.

### ***Contingency Funding***

Financial support provided to students for costs related to emergencies. Emergencies eligible for contingency funding include, but are not limited to, individual or immediate family illness, accident or bereavement. Please be advised that presentation of a “good reason” does not necessarily constitute an emergency.

### ***Dependents***

Any biological children who live with the student full time and rely on the student for support. Students will only receive extra living allowance for dependents that live with them full-time while away at school.

### ***Dependent Spouse***

A person who is married to the student or a person who has lived with the student as a partner for at least one year prior to the application for educational support. This person is dependent upon the student and does not receive any other income.

## 2.0 Chapter 2 - Definitions

### ***Diploma Program***

An academic program as defined by the institution and generally 2 years in length.

### ***Full-time Student***

A student who is registered in 4 or more courses or 12 or more credits per semester.

### ***Graduate Degree Program***

A program of studies that generally requires 8 semesters to complete with a minimum of 15 credit hours and a complete thesis. Acknowledging that Master of Arts degree program requirements differ from university to university, the definition of Master of Arts degree program for this policy will rely upon the definition(s) provided by the host university.

### ***Graduate Full Time Student***

A student who takes a minimum of 2 courses or who is enrolled in full-time thesis research.

### ***Local Training***

Training initiatives offered on Haida Gwaii, which results in formal certified training that enhances the education and employability of the student.

### ***Mature Student***

An applicant over the age of nineteen who has been out of school for at least one year or did not enroll in a post-secondary program after graduating high school.

### ***PhD Program***

A program of studies that generally requires a student to complete a thesis or dissertation, representing a significant contribution to their given field of study. For the purposes of this policy, the definition of PhD Program used will be that of the host university.

**Part Time Student**

A student who is registered in less than 4 courses or less than 12 credits per semester.

**Post-Secondary Education**

A program of studies offered by an accredited post-secondary institute that required completion of secondary school or certain high school courses as a pre-requisite.

**Post-Secondary Institution**

Certificate, diploma or degree granting institutions which are recognized by a province and include educational institutions affiliated with or delivering accredited post-secondary programs by arrangement with a public post-secondary institution.

**Probation**

Specific period of time during which a student is under strict academic guidelines, usually because of low or failing grades.

**Semester**

Refers to a part of the academic year, as defined by the post-secondary institution. Semesters usually run from September to December (Fall), January to April (Winter) and then a variety of spring and summer schedules (May to August).

**Trades**

A specific skill set involving working with tools and technical instruments related to a mechanical, commercial or industrial activity.

## Application Process

### Application Deadlines

All Applications are due no later than 11:59 pm on the following dates.

1. June 15<sup>th</sup> – Fall Semester
2. September 15<sup>th</sup> – Winter Semester
3. February 15<sup>th</sup> – Spring/Summer Semesters

The Skidegate Education Department strictly adheres to the application deadlines. If an application is received after the deadline it will not be accepted and incomplete and late applications will not be considered.

### Continuing Students

As funding is limited, all students must re-apply each year for assistance. Continuing students must provide:

- A completed application form
- Official University/College transcripts

Updated letter outlining educational goals and length of time needed to fulfill them.

### Post Secondary Eligibility

To be eligible for Post-Secondary funding through the Skidegate Band Council, applicants must meet all of the following criteria:

- Be registered with the Skidegate Band and provide a photocopy of status card or confirm the Education Coordinator has one on file.
- Provide an acceptance letter from the post-secondary institution or a document indicating approval to continue studies.
- Have been a Canadian resident for twelve months prior to the date of application.
- Submit a detailed letter outlining educational goals, current educational level and the length of time required to fulfill these goals.

- Submit a complete application form
- Provide official transcripts from the most recent secondary school and/or post-secondary attended. We will temporarily accept and unofficial transcript pending receipt of an official transcript which must be submitted before the courses start.
- Submit a Release of Information form
- Request travel allowance in writing

## Trades Training

A “Trade” can be defined as earning a living through a specific skill set involving working with tools and technical instruments related to a mechanical, commercial or industrial activity. Skilled tradespeople construct, operate, maintain and fix structures, products and systems.

In the circumstances listed below, trades programs are eligible for AANDC funding. In circumstances not outlined below, please contact your local Aboriginal Human Resource Development Agreement holder to enquire about funding from Service Canada, e.g. Tricorp in Prince Rupert.

Trades programs are only eligible for AANDC Post-Secondary Education funding if ALL of the following criteria are met.

1. The student must be eligible for support (i.e. a Skidegate Band member accepted into an eligible program at an eligible institution and have lived in Canada for at least 12 continuous months prior to application) AND
2. The institution offering the program must be eligible (i.e. a public post-secondary institution, a Designated private post-secondary institution, or an Aboriginal post-secondary institution offering an eligible program through agreement with a public or Designated institution) AND
3. The program must be eligible (i.e. provide a certificate, diploma or degree and be at least one academic year in length and require secondary school completion for admission)

The last point (3. above) is where many trades programs do not meet the eligibility requirements for AANDC Post-Secondary Education funding; for example, many trades programs only require completion of grade 10 for admission or the technical training/classroom portion is only 6 or 8 weeks in length and not equivalent to an academic year.

If a trades program does not require secondary school completion or its equivalent for admission AND is at least one academic year in length, then it can be considered an eligible program (when offered at an eligible institution, as noted above). AANDC allows the institution to define equivalents of “secondary school completion” and an “academic year”; generally this will be defined as a program that requires (or at least recommends) grade 12 graduation and results in at least 30 credits or includes 450 hours of classroom instruction (when a standard credit system is not used by the institution).

An academic year normally includes 6-8 months of continuous classes. There are eligible variations, however.

Example – the total technical training for an apprenticeship might include 24 weeks (over a period of 4 years). If the institution confirms this is equivalent to an academic year then it would meet this part of the program eligibility requirement.

A student attending an eligible trades apprenticeship program is considered full-time, however, if their technical training period is at least 12 weeks in length with no more than a two week break between levels (this could include two sets of 6 week training offered back-to-back, for example) If each technical training period is less than 12 weeks in length, a student would be considered part-time and would therefore not be eligible for a living allowance during their technical training period.

Due to limited Educational funding for Trades Programs, students wishing to apply for funding for a Trades program must provide evidence that they have first applied to other sources such as Tricorp and were denied. Funding from the Skidegate Band will then be considered based on available funding.

- Travel allowances will be considered for off-island courses only.
- Workshops are not considered a Trades program and is therefore not eligible for funding.

## **Short Term Courses**

Skidegate Band does not receive funding for Short-term courses. Students are encouraged to apply to their local Aboriginal Human Resource



Development Agreement holder (i.e. Tri-corp) to enquire about funding from Service Canada.

## **Correspondence and On-Line Courses**

Due to limited funding available and the need for the Education Department to adequately budget for the year, students applying for correspondence and on-line courses must have prior approval before starting the course. A minimum of 10 business days notice is required prior to starting the course.

Skidegate Band will only fund a Correspondence/On-Line Course if it is the only reasonable means to undertake the course and the student is willing to pay his/her tuition. Once the student has successfully completed the course, tuition costs will be reimbursed upon submission of the following:

- tuition receipts
- transcript or grade report.

## **Post Secondary Programs Outside of B.C.**

Funding sponsorship allocations will remain the same as if attending in B.C.

## **Summer Semester Courses**

The Band does not fund summer courses unless it can be clearly demonstrated that the course(s) offered, are essential to the program and are not offered during the regular Fall and Winter semesters.

## **Premium Tuition/Foreign Location/Long Distance Programs**

It is mandatory that a student justify his/her application to attend any of the following programs; Premium tuition programs at local public institutions or private institutions, Foreign location or long distance domestic programs.

If a student chooses to undertake a long-distance program, which is also available within the province of BC, the student will be held responsible for all travel costs.

NOTE: It must be recognized that high cost programs reduce the number of applicants that can be approved for Post-Secondary funding. Extra financial commitments will be required of students who elect to undertake expensive programs. No travel allocation will be provided if a similar program is available provincially.

## Funding

### Policy

The funding provided to students is meant to *assist* students with their education and not *to totally support them while attending post-secondary programs*.

### Priority for Funding

As the number of funding requests usually exceeds the available post-secondary budget, a priority list has been established to assist the Education Committee in the selection process. The priority system ensures that applicants achieving the required GPA will continue to receive assistance within posted limits of until completion of the program and to ensure that other applicants are given the same opportunities to access post-secondary funds. Priority will be given to applicants in the following order:

1. **Continuing Students** – Students who were enrolled in post-secondary studies in the previous year and maintained a Grade Point Average (GPA) of 2.75 or higher
2. **New Grade Twelve Graduates** – within the last 18 months.
3. **Part-Time Students who wish to attend full-time** – who have achieve a GPA of 2.75 or better in the previous semester/academic year.
4. **Mature Students** – requesting full-time assistance
5. **Part-Time Students** – who are requesting tuition and books only
6. **Mature Students** – who are requesting assistance for tuition or books only
7. **Applicants for Local Training** – who meet the criteria for local training and wish to enroll in a program offered locally
8. **Students who have been on academic or financial probation the previous semester.**
9. **Correspondence/Distance Education** - students

The Education Committee will also take into consideration the following, when reviewing applications.

- Students who owe the Skidegate Band money
- Students can enter into a repayment agreement with the Band

- Students who breach the probation agreement will not be considered for assistance for a period of two years.

## **Student Status**

### ***Full-Time Student Assistance***

Full-time funding is based on minimum enrollment and successful completion of courses representing a minimum of 4 courses and/or 12 credit hours per semester.

### ***Part-Time Student Assistance***

If a full-time student becomes a part-time student during the course of the semester, the student must inform the Education Administrator of the change from full-time to part-time status. This includes students who have dropped course or the institution has cancelled a course. Failure to report changes could result in funding being suspended and the student will be responsible to reimburse funding to Skidegate Band.

A reminder, that part-time students are eligible for the costs related to tuition and books only, no living allowance expenses.

## **Tuition Fees**

Fees will be paid directly to the institution to the maximum amount of \$7500.00 per year. Any costs in excess of this amount is the responsibility of the student.

Students are expected to inform the institution, that they are not to be charged for medical or dental insurance as this is covered through First Nations Health for all status persons.

## **Books**

The Band will pay directly to the student, \$600.00 per semester for the cost of required text books and supplies. Any addition costs will be the sole responsibility of the student.

## Travel Allowance

Full-time students attending a post-secondary institution away from their permanent place of residence are eligible for a travel allowance. Travel allowance is available for one-way travel to the post secondary institution location for students at the beginning of the academic year, travel to their permanent place of residence for Christmas holidays and for one-way travel to their place of permanent residence at the end of the school year. The amount of travel allowance a student is entitled to will be determined using the following scale:

1. Students travelling from Haida Gwaii or another Northern Community to the greater Vancouver Region = \$900.00 per year.
2. Students travelling from Haida Gwaii to attend school in Prince Rupert and Terrace regions = \$450.00 per year
3. Students travelling from Haida Gwaii or another Northern community attending school on Vancouver Island or elsewhere in Canada or the US \$1,200.00 per year
4. All other students who must travel a distance of more than 100 kilometers and living away from their normal place of residence, will be assessed on an individual basis

NOTE: Students must apply for the travel allowance in writing and put the request in their letter of intent. If the request is not made at that time, no allowance for travel will be approved and no appeals will be accepted for travel allowance.

Students are responsible for booking their own travel arrangements. Any overages incurred are the sole responsibility of the student.

Students who choose not to return home, (i.e. during Christmas Break or at the end of the Winter Semester) will not be eligible for this allowance. If a student receives a travel allowance but does not travel back to the permanent place of residence, the allowance will be recovered.

## Living Allowance

A living allowance of \$400.00 for a single student and \$500 for a student with dependents will be provided to students who attend a locally offered Certificate or Diploma Program.

Proof of dependents must accompany the application form. Copies of Indian Registry Cards (Status Cards), birth certificates and medical cards are all valid. **Dependents must live with the student during the school year to qualify.**

Students residing with unemployed parents must provide proof of such, i.e. Human Resources stub, Employment Insurance card, Affidavit. Etc.

<b>POST SECONDARY FUNDING RATES FOR LIVING ALLOWANCE</b>		
	<b>Maximum Monthly</b>	<b>Yearly Total</b>
<b>SINGLE STUDENT</b>		
Living with employed parent	\$490.00	\$3,920.00
Living with unemployed parent	\$875.00	\$7,000.00
Living away from home	\$875.00	\$7,000.00
<b>SINGLE STUDENT WITH:</b>		
One dependent	\$1,245.00	\$9,960.00
Two dependents	\$1,405.00	\$11,240.00
Three dependents	\$1,555.00	\$12,440.00
Add \$50.00 per month for each additional dependent		
<b>MARRIED STUDENT WITH:</b>		
Employed spouse	\$875.00	\$7,000.00
And one dependent	\$1,050.00	\$8,400.00
And two dependents	\$1,230.00	\$9,840.00
Add \$50.00 per month for each additional dependent		

<b>MARRIED STUDENT WITH:</b>		
Dependent Spouse	\$1,095.00	\$8,760.00
And one dependent	\$1,245.00	\$9,960.00
And two dependent	\$1,405.00	\$11,240.00
And three dependents	\$1,555.00	\$12,440.00
Add \$50.00 per month for each additional dependent		

## Funding Limits

### Policy

Students are required by AANDC National Policy Guidelines to complete their program within the time limits stated. Any additional time needed will be the sole responsibility of the individual.

### Funding Limitations

Length of Program	Funding Limitation
2 years	3 years or 6 semesters
4 years	5 years or 10 semesters
5 years	6 years or 12 semesters
Masters Degree	Program length as defined by Institution plus one additional year
Doctoral Degree	4 semesters beyond Masters Degree

### Limits of Assistance

#### **Level 1 – Community College Certificate or Diploma Program**

1. Students may receive financial assistance to complete a maximum of one program at Level 1
2. If a student changes from one program at Level 1 to another program at Level 1, the total time spent in both programs will count for the purpose of the time limit criteria
3. Students who were previously enrolled in, but did not complete, a Level 2 program (because they dropped out or changed programs) **are** eligible for funding for a Level 1 program.
4. Students who have already completed a program at Level



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1, 2 or 3 (with or without AANDC financial assistance) **are not** eligible for funding for Level 1 programs.

##### **Level 2 – Undergraduate University Programs**

1. Students may receive financial assistance to complete a maximum of one program at Level 2
2. If a student changes from one program at Level 2 to another program at Level 2, the total time spent in both programs will be counted for the purpose of the time limit criteria.
3. Students who were previously enrolled in, but did not complete, a Level 2 program (because they dropped out or changed programs) **are** eligible for funding for a Level 2 program.
4. Students who have already completed a program at Level 2 (either with or without AANDC financial assistance) are not eligible for funding for a Level 2 program.
5. Only one sequence undergraduate to Masters to Doctoral degree will be funded. Multiple undergraduate Masters degrees will not be considered unless the second degree is in a strategic field of study.

##### **Level 3 – Advanced or Professional Degree Programs (i.e. Dentistry, Medicine, Law, Masters and Doctoral Programs)**

1. Students may receive financial assistance to complete a maximum of **two** programs at Level 3.
2. If a student changes from one program at Level 3 to another program at Level 3, the total time spent in both programs will be counted for the purpose of the time limit criteria.
3. Students who were previously enrolled in, but did not complete, a Level 3 program (because they dropped out or changed programs) **are not** eligible for funding for a Level 3 program.

## Probation & Termination of Funding

### Policy

A student will be placed on immediate financial probation if they fail one or more courses in a semester or if their GPA drops below 2.75 of a grade of C+. Continuing students who have taken a leave from studies will be placed on automatic probation for a period of one semester.

Students on probation must sign and return the probation agreement before assistance is processed.

The following procedures will be used:

### Failed Courses

#### ***One Course Failed in a Semester***

Failing one course will result in a letter of warning from the Education Coordinator and the Skidegate Education Committee and a Probation Agreement will be designed. A copy will be sent to the First Nations Advisor at the college or university.

- The student must agree to and sign the probation agreement, otherwise non-compliance will signify the waiving of sponsorship
- The student will be required to meet with the First Nations Advisor at the college or university to discuss way to improve study habits, time management, personal life management skills and other issues that may arise.
- An outline of strategies for improvement must be sent to the Education Administrator after meeting with the First Nations Advisor.
- The student will provide test results or progress reports and attendance records for the period of one semester.
- The student will be on probation for a minimum of one semester.

#### ***Two Courses Failed in a Semester***

This will result in an automatic probationary period of two

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semesters, with a signed probation agreement.

- The student will be required to meet with the First Nations Advisor to set educational goals to improve academic performance.
- An outline of strategies for improvement must be sent to the Education Administrator after meeting with the First Nations Advisor
- The student will be required to submit monthly test results and attendance records. Funding will be on a month to month basis, funds will be suspended if the student does not adhere to the probation agreement.
- Probation will be for a period of two semesters with consistent monitoring.

Lack of improvement will result in immediate suspension of funds.

### ***Two Courses Failed in Semester – After a Probationary Period***

This will result in automatic suspension of financial assistance for one semester, unless circumstances are justifiable.

Within that one semester, the student must take the initiative to continue studies and be successful before consideration for reinstatement is granted. Grades must be submitted for that semester.

### ***Three Courses Failed in a Semester***

This will result total suspension of education assistance from the Skidegate Band Council.

In order to show commitment to education, the student will be recommended to take out a student loan for one term. After successful completion of all courses, the student will be considered for future funding following the same application procedures as regular applicants with the official transcripts for the most recent term.

## **Withdrawal From Courses**

### ***From a Program or Course by Student***

This will result in the immediate review of the student's application.

- Students not maintaining grades or full course loads will be placed on immediate probation or reduced sponsorship level.
- Students withdrawing completely (without a valid reason i.e.: loss of immediate family member, or extenuating circumstances) will be ineligible for assistance for a period of two years.

### ***From a Program by the Post-Secondary Institution***

This will result in immediate suspension of funds.

- Two years of suspension of sponsorship will ensue
- The student will be ineligible for assistance from the Skidegate Band Council for a period of two years and/or until the debt is paid in full.
- Within that two year period, the student must demonstrate personal commitment to the completion of the program, or no further assistance will be given.

## **Misuse of Band Education Funds**

In the event that a student drops out and receives funds or the Band pays funds on their behalf, the student is liable to repay the full amount to the Education Department. Payment options can be discussed with the Education Coordinator. If repayment of fees is necessary, all/any post-secondary sponsorship will be withheld until the Education Department receives full payment.

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## **Student Responsibilities**

### ***Applying for Funding***

- Be in good financial standing with Skidegate Band and not be in financial debt. Students or potential students who owe a debt to the band are ineligible for funding until a payment agreement is schedule.
- Be familiar with this Post Secondary Policy and Procedures Manual so they may submit all required documents.
- Demonstrate maturity, responsibility and commitment to their personal development so they may attain their educational and career goals in a timely manner.
- Meet application deadlines for Fall semester - June 15; Winter semester – September 15; Summer semester - February 15.
- Must submit all required documents along with application forms
- Must have a current working email address to communicate with the Education Coordinator.

### ***Course Registration***

- Provide course registration showing that they are enrolled in a minimum of four courses per semester or the equivalent of twelve course credits a semester

### ***Full Time/Part Time Status***

- If the full-time student becomes a part-time student during the course of the semester, the student must inform the Education Coordinator of the change from full-time to part-time status.
- A reminder, that part-time students are eligible for the costs related to tuition and books only, not living allowance expenses.

### ***Grades***

- Keep the Education Advisor informed of academic progress and apply in writing if you require assistance,
- Provide official transcripts at the end of every semester to confirm they are maintaining a minimum of C+ grade point average (GPA). A GPA of less than C will result in immediate probation.

- Maintain eligible academic standing as defined by his/her eligible post secondary institution.

**Attendance**

- Students must maintain a 90% attendance in all classes, lectures, laboratories and seminars in each subject for which they are receiving funding.

**Course Withdrawal**

- Withdrawals must be done prior to the cutoff date established by the post secondary institute.
- All students who do not complete their course of studies, without reason, must reimburse the Education Department for all costs incurred on their behalf. No future Post Secondary Student Support assistance will be available until full reimbursement is made. All reasons for leaving a Post Secondary Educational Institution must be brought before the Education Committee within 30 days of leaving the Institution

**Deferred Studies**

- Sponsored students may take up to one (1) year to defer their studies. Students must be in good academic standing and have permission from the Education Coordinator. Students who have been approved in one year and withdraw their application to start in the fall need to re-apply for the following academic year.

**Personal Challenges**

- Students must be aware that should their studies be seriously affected by personal crisis, such as a death in the family, accident or any illness, are advised to seek counselling support. Students must notify the Education Coordinator, in writing of their situation as it occurs, and may need to defer their studies if needed.
- Students will also be encouraged to meet with the Academic Advisor at the institution.

**Tuition**

- Pay the tuition fees if he/she is required to repeat a course

- The education Department will not pay for student health benefits, therefore it is the student's responsibility to "opt" out of them by the appropriate deadlines set out by their post secondary institution

### **Appeals**

- Follow lines of authority, as set in the appeal process section

Students must maintain positive and respectful working relationships with the Education Coordinator. Any discretion will be reviewed by the Education Committee.



## Appeal Process

### Policy

A student who does not agree with the Committee decision with respect to their application for Post Secondary funding, has the right to appeal the decision within thirty (30) days. The student must appeal on his or her own behalf. Appeals by a family member will not be considered.

### Procedure

1. The student discusses the issue with the Education Coordinator in an attempt to resolve any dispute with regard to the Post-Secondary Policy.
2. If a satisfactory resolution is not achieved and the student wishes to pursue the matter, he/she may submit a formal written appeal. This must be sent to the Skidegate Band Council, Box 1301, Skidegate, BC, V0T 1S1 or faxed to 250-559-8247.
3. The Appeal Hearing will be conducted within 21 days of receipt of the written appeal.
4. The appellant has the option to represent themselves, either in person, or via teleconference.
5. The Appeal Board will review the case and make recommendation to the Skidegate Band Council for final decision. The final decision will be made within seven (7) days of the Appeal Hearing.
6. All appeal decisions are final.

### Appeal Board

The Appeal Board will be made up of two Volunteer Education Committee members, two Skidegate Band Council Education representatives and one community member.

### Additional Provisions Regarding Appeals

Every student has the right to appeal an Education Committee and Skidegate Band Council decision regarding funding. However in cases where a student application has been refused because there are insufficient funds, the appeal will not be considered.



## K-12 POLICIES

### High School Attendance Policy

All Haida students in grades 10-12 who attend Queen Charlotte Secondary School who have **missed less than 15 days** of school and are **passing all their courses** are eligible for a \$200 bursary.

A copy of the report card as proof of attendance and grades must be submitted to the education coordinator at the end of the school year.

The deadline to apply for the attendance bursary is August 15<sup>th</sup> of the school year.

### School Supply Policy

Students on the nominal roll who reside in Skidegate and attend school in Skidegate and Queen Charlotte are eligible for a school supply allowance.

If Sk'aadga Naay has their own school supply program, students attending Sk'aadga Naay will not be issued a cheque, the funds will be paid directly to the school.

Students that are home schooled are eligible for the school supply allowance.

## Haida Graduation

### Policy: This policy is still under review:

It is Skidegate Education Committee's view that Haida graduation marks a significant transition in our student's lives and represents over a decade of work and effort to achieve goals and outcomes for a formal academic educational program.

In an effort to recognize this transition in our Haida student's lives, the Skidegate Band Council has supported the Haida graduation/button blanket ceremony.

### Definition

Haida graduation shall recognize our Haida students completing Grade twelve, as well as those students who have graduated from a Trades program or College and University.

### Eligibility

All high school students that pass all their subjects effective June 1<sup>st</sup> (of the current year) will be considered to participate in the Haida graduation ceremony.

The education coordinator will get the information from the Secondary Schools on each student's marks.

No student shall participate in more than one high school graduation ceremony.

### Participation

All Haida students that participate in the Haida graduation ceremony are required to attend the planning meetings.

All Haida graduates will help in all aspects of the Haida graduation ceremony, including planning, set up, decorating the hall, rehearsals and cleaning up.

Button blanket material will be available, from the Skidegate Band Council, for all Haida high school graduates graduating within the current year.

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### **Ceremony**

The date of the Haida graduation ceremony will be determined by the graduates themselves.

### **Off Island**

Haida students that reside off-island are eligible to participate in the Haida graduation.

Off island graduates must provide a letter in writing to the education coordinator requesting to participate by December 31. Off-island graduates are responsible for their own travel to participate in the Haida Grad.

Off island graduates must provide the education coordinator with a working email address so they can receive notes and plans for the ceremony.

### **Appeals**

Appeals may be submitted to the education coordinator, who will forward to the education committee for review and decision.