



POST-SECONDARY EDUCATION POLICY

Policy Guidelines for MCFN Post-Secondary Education Student Program

Effective Date: 2022-07-20

Owned By: Peter Powder, Chief

Approval: _____

Peter Powder, Chief

Reviewed: 2022-05-26

Current approved documents are kept online. Printed copies are uncontrolled.



SUMMARY OF CHANGES

This summary shows:

- All changes from last approved and published document
- The location within the document where the changes have been made

Location of Change	Summary of Change
Entire Document	Creation of document



Requirements changed in the new revision will be identified with a revision triangle beside it.

SUMMARY OF REVIEWERS

The following people were involved in the review of this policy:

Name	Position
Chief and Council	BCR # 00461-702-2022-2023-011, signed off May 26, 2022
Yvonne Carothers	Virtual Administrator (Contractor)
Vivian Antoine	Student Coordinator
Doreen Cardinal	Chief Executive Officer
Wendi Crow	Lawyer (Contractor)

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1. SCOPE

This policy applies to eligible Mikisew Cree First Nation (MCFN) Members who pursue their aspirations with their post-secondary, technical, and/or professional education.

This policy also applies to MCFN Student Services administrative staff who assist MCFN post-secondary students with the administration of student funding support.

MCFN is the administering organization.

2. GUIDING PRINCIPLES

Mikisew Cree First Nation believes in preserving history and tradition while propelling progress. Our members are our foundation. MCFN asserts that post-secondary education is an Inherent and Treaty Right to be an upheld responsibility of the Government of Canada.

Our goal is to continue to support human development and health and wellness within our community. MCFN also believes in ensuring that eligible members have access to funding and programs to acquire the knowledge and skills needed to become productive, employable, independent, and contributing members, as set forth in the mission statement.

All interactions between Students and MCFN Staff shall be respectful, fair and equitable.

3. POLICY STATEMENT

This Post-Secondary Education Policy is adopted as an administrative tool to ensure the Inherent and Treaty Rights of post-secondary education of eligible MCFN members shall be met.

This policy shall guide MCFN Administrative Staff in their obligations and accountabilities when assisting MCFN students with the administration of all MCFN post-secondary student support programs effectively.

This policy shall guide eligible MCFN Members in their obligations and accountabilities to MCFN when accessing post-secondary student support funding for their post-secondary education.



4. OBLIGATIONS AND ACCOUNTABILITY

All interactions between Students and MCFN Staff shall be respectful and fair.

4.1 STUDENTS

Post-secondary education funding is intended to provide support to students who wish to achieve a post-secondary education. Students shall apply themselves accordingly.

- a. The student shall pass **75%** of their course load, in order to be considered for further funding. (For example, students must pass three out of four classes). Funding shall be terminated if the student and/or institution indicate there is an unsuccessful completion of a program.
- b. The student shall attend a minimum of **75%** of the assigned class time hours and/or instructional hours required for each course. Funding shall be terminated if this minimum attendance is not achieved.
- c. Students shall follow the MCFN Student Handbook.
- d. Students shall follow their institution's requirements to be considered for funding support.
- e. Students shall complete, sign, and submit their funding application, thereby agreeing to fulfill the terms and conditions on the funding application.
- f. Students shall have access to the Funding Appeals process and Grievance Procedures that are outlined in the Post-Secondary Education Procedures Manual.

4.2 MCFN STUDENT SERVICES

MCFN Student Services shall clearly set out obligations within the Student Handbook and make this available to all students.

- a. MCFN Student Services will maintain all confidentiality of student records and personal information. MCFN Student Services would need written consent of the student to release any such information. This includes parents, and is subject to the terms of privacy provisions.
- b. MCFN Student Services will maintain a Student Registry for statistical purposes to be provided to Indigenous Services Canada (ISC).

MCFN Students who provide false information on a funding application will be placed on the MCFN Student Services No Fund List. This includes inaccurate dependent information or program status. MCFN Students who misuse post-secondary funding will be placed on the MCFN Student Services No Fund List.



MCFN Student Services shall make every effort to recover any overpayments issued to students who do not fulfill the terms of their signed application. This shall include withholding any amount due to the student from MCFN (i.e., per capita distribution payment).

5. FUNDING PRIORITIES AND LIMITS

Post-secondary student support shall be based on funding made available to MCFN, established priorities, and levels of support included in the Post-Secondary Education Procedures Manual. Types of support and assistance shall be made available per the Post-Secondary Education Procedures Manual.

6. DOCUMENT CONTROL

MCFN has the right to amend, delete, and modify aspects of this policy to meet educational needs. MCFN Student Services and the Standing Committee members shall conduct a review of this policy annually and provide recommendations for amendments. The MCFN Document Control Standard shall be adhered to.

7. REFERENCES

The list below outlines the documents that have been used for the development of this document:

- Mikisew Cree First Nation Post-Secondary Education Procedures Manual
- Indigenous Services Canada Post-Secondary Student Support Program Guidelines. MCFN shall stay apprised with current versions of this guideline.
- Mikisew Cree First Nation DCS (Document Control Standard)