

**Dokis
Post Secondary
Education**

Policy & Administrative Guidelines

Dokis Education Department
Dokis First Nation
Monetville, Ontario
P0M 2K0

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1.0 General Information

Post-Secondary Educational Assistance Program (P.S.E.A.P) is designed to provide Dokis First Nation members with an opportunity to acquire a post secondary education.

The program provides financial assistance and counselling to students accepted into accredited post-secondary institutions.

2.0 Eligibility for Assistance

- (A) You must be a registered Dokis First Nation band member.
- (B) The program of study must be recognized as a post-secondary program by accredited academic institution recognized by the Ministry of Colleges and Universities.
- (C) Applicant must have met university\college entrance requirements and accepted for enrolment in a post-secondary program.
- (D) Applicant must submit a letter of acceptance.
- (E) Applicant must submit a completed educational assistance package by March 31st.
- (F) Each application is for one school year. Continuing students must renew applications each year.
- (G) Any false information will be cause for immediate termination of funding.
- (H) Any changes during a school year must be reported to the Dokis Education Director immediately.

Special Note:

When a student abandons a program, a two- year waiting period will be in place, before a new application can be submitted.

Special circumstances such as medical reasons will be reviewed and considered.

3.0 Spring and Summer Session

Special consideration for spring and/or summer session funding will be reviewed based on the institutions requirements.

Spring and summer session funding will only include tuition and books.

4.0 Student Priority Categories

Approval of applications shall be based on the priority listed below:

1. High school graduates.
2. Students who attended college or university who attained a passing grade as required by the institution.
3. Students who have enrolled in post secondary studies with a passing grade as required by the institution and received funding from another source.

5.0 Limits of Assistance

(A) Community College:	1-year program	(8 student months)
	College vocational	
	2-year diploma	(16 student months)
	Trades program	(16 student months)
	3-year diploma	(24 student months)
(B) Bachelors Degree:		(24 student months)
(C) Honours Degree:		(8 student months)
(D) B. ED:		(8 student months)
(E) Masters Degree:		(16 student months)
(F) Doctorate PH.D:		(16 student months)

** Additional funding may be provided depending on University requirements.

Students can only attain one diploma or degree. In order to further attain funding students can only move up this list. Ex. If you have attained a Masters Degree you must now work towards your PHD

6.0 Financial Assistance (Full-time Students)

Living Allowance

- (A) According the Dokis Post Secondary Education Program every student must complete his or her post secondary program within the timeframe set out in this policy. If a student requires more time to complete, only books and tuition will be covered.
- (B) Cheques will be issued and mailed on the third Monday of each month and transcripts of marks are required by the education office in order to continue financial assistance.

Part-Time Students

(A) Part-Time students will only be eligible for:

- (1) Total cost of tuition

- (2) Books and /or equipment list must be submitted with application. Price list must be official list of the school. Books will be paid on semester basis. Required, not recommended, books will be covered

(C) Transcripts of marks are required by the education office to continue

New living allowance rates as of August 16, 2001

Students	\$940.00
Student with:	
1Dep.	\$1310.00
2Dep.	\$1470.00
3Dep.	\$1620.00
\$50.00 per month for each additional dependant	
Students with employed spouse	\$940.00

7.0 Tuition

- (A) Tuition fees are approved after the Dokis Education Director has received a copy of the student's acceptance letter. This agreement will be made between the education office and the institution.
- (B) The institution is requested in writing to send the education office an invoice before tuition fees can be paid.
- (C) Confirmation of acceptance, registration fees and college and university application centre fees will be the responsibility of the student. Reimbursements will occur during the first semester. Late registration charges will be the responsibility of the students and they will have to be taken out of your next allowance cheque if not paid.
- (D) For students wishing to attend private institutions, the tuition fees approved are not to be greater than the tuition charged for comparable program of studies offered by a Canadian university or college. The Dokis Education Director prior to sponsorship must approve this amount.
- (E) Foreign sponsorship will only be approved if the program is not offered in Canada.

8.0 Emergency Travel

Trips are allowed under this program for those students whose residence is over 400km (240 miles) away from college/university. Maximum \$100 per trip not exceeding \$200.

In case of death within the immediate family travel shall be provided to students. (Immediate family for this policy shall mean- grandparents, parents, sisters and brothers).

9.0 Student Responsibilities

(A) Your financial assistance is based on:

1. Regular attendance.
2. Satisfactory academic performance (passing grade as required by the institution).

(B) If you withdraw from the program of studies you must complete the necessary withdrawal forms with the institution and immediately notify the Dokis Education Director.

*Note: If you receive funds after you have withdrawn, you must return them to the education office. Failure to comply with the above will jeopardize future sponsorship and will result as a debt to the education office, which will result in the education office reclaiming through the court system.

(C) The student must provide the Dokis Education Director with the evidence of academic performance at his/her request. Your financial assistance will be terminated if you are negligent in your responsibilities.

(D) The education office will accept no collect calls.

10.0 Student Appeals

Should any student be convinced that the preceding regulations and guidelines have not been fairly applied to his or her situation, the Dokis Education Authority shall grant the student hearing. The proper lines of authority must be used when appealing the decision of the Education Director.

11.0 Appeal Process

- (1) A letter requesting a hearing is to be sent to the Dokis Education Authority.
- (2) The Dokis Education Authority will review and hearing will be granted.
- (3) The decision of the Dokis Education Authority is to be consistent with the program and is final and binding

12.0 Closures

That the Dokis First Nation Post Secondary Education Policy and Administration Guidelines be accepted as written on this 24th day of April, 2003.

SIGNED, SEALED AND DELIVERED,

DOKIS FIRST NATION
CHIEF AND COUNCIL

DOKIS EDUCATION
AUTHORITY

Chief William Restoule

Chairperson, Lorie Young

Councillor Richard Restoule

Vice-Chairperson, Christine Dokis

Councillor Derek Restoule

Board Member, Marthe Restoule

Councillor Lisa Restoule

Board Member, Beverly Restoule