



FUNDING AGREEMENT

**Student Responsibilities:**

1. Familiarize yourself and comply with Ahousaht Post-Secondary's Policy, Procedures and Guidelines.
2. Communicate with the APS department to ensure the school and program you have chosen to attend meets your goal, as well as meets the requirements of APS. Any changes made to your academic plans must be communicated with APS.
3. All Students must opt out of the institution's mandatory Dental and Medical plans or pay for these fees at their own expense. APS does not cover mandatory dental and medical fees.
4. Attend all classes on a regular basis. Continuous absence may result in educational hardships.
5. ***Continuing & Returning Full-time students*** will maintain a course load of four courses/twelve credits or be deemed full-time by the institution.
6. ***New Full-time students*** in their *first academic* year will maintain a course load of three courses/nine credits or deemed full-time by the institution.
7. ***Part-time students*** will maintain a twenty to sixty percent course load than that of a full-time student at the same institution.
8. ***ALL New Students*** must provide a monthly progress report (PR) for ***all*** sponsored courses during their entire first academic year. No further funding will be released until PR is received and reviewed.
9. ***Continuing or Returning students*** placed on *academic probation* must submit a monthly PR for duration set out by APS. No further funding will be released until PR are received and reviewed.
10. Students must maintain a 2.0 GPA (grade letter "C") in all sponsored courses. Failure to maintain a 2.0 GPA may result in probation or suspension of funding until further notice.
11. Failed and incomplete courses will not be funded a second time by APS.
12. Withdrawing from program/courses without notifying APS will result in funds being suspended. The student will also be responsible for paying back any monies paid to the institution on behalf of the student.
13. **Submit an (un)official transcript that shows your final grades after EACH SEMESTER OR UPON REQUEST.**
14. **Submit a copy of official transcripts upon completion of program.**

I, \_\_\_\_\_, have fully read and understand the student agreement. I also agree with these requirements set out by APS. I understand and accept that failure to fulfill these requirements and conditions may result in my funding being suspended.

**PLEASE KEEP A COPY OF THIS PAGE FOR YOUR OWN RECORDS, SUBMIT ORIGINAL.**

Student Signature

Date



Date:

**1. Student Information**

**All parts of each section are mandatory.**

Legal Last Name	Legal Given Names

Birth Date (YYYY/MM/DD)						
IRN (STATUS CARD NUMBER)	<b>659</b>					
GENDER	<input type="checkbox"/> Male		<input type="checkbox"/> Female			
Address	Street/P.O. Box Number					
	Unit/Apartment Number					
	City, Province/State					
	Postal/Zip Code					
	Country					
Telephone Number						
Email						
Marital Status	<input type="checkbox"/> Single	<input type="checkbox"/> Married	<input type="checkbox"/> Common -Law	<input type="checkbox"/> Separated	<input type="checkbox"/> Divorced	<input type="checkbox"/> Widow
Disability Status	<input type="checkbox"/> Long Term Disability		<input type="checkbox"/> Short Term Disability		<input type="checkbox"/> Not on Disability	
Please attach all proper documents if you are on disability.						
If you have applied or will be applying to the Institutes Accessible Learning Programs, please advise APS Manager to ensure APS has your paperwork on file.						
Are you Former Youth In Care?	<input type="checkbox"/> Yes		<input type="checkbox"/> No			
Have you applied for Former Youth in Care Educational Funding?	<input type="checkbox"/> Yes		<input type="checkbox"/> No			
Former Youth in Care may be eligible for free tuition and other resources. Please check the government website for more details.						

**2. Dependent Information**

Please list only those children who are under the age of 18 years old. Do not include spouse, child(ren) 19 years or older, child(ren) not residing with the applicant, or child(ren) not legally in the applicant's care.

Dependent information is not applicable to the applicant.

Legal Name	Birth Date (YYYY/MM/DD)

### 3. Application Type

I am a

<input type="checkbox"/> <b>New Student</b>	<input type="checkbox"/> <b>Continuing Student</b>	<input type="checkbox"/> <b>Returning Student</b>
-Highschool graduates -Ahousaht Members who has never applied for post-secondary funding from Ahousaht Post Secondary.	-Students who have successfully applied APS Funding and wish to resume their studies. -Students who only took a semester off (summer break) and are returning to their studies the following term.	-Students who have taken time away from their studies (whether it was for medical or personal reason) for more than 1 academic year. -Students who have taken more than two consecutive terms away from studies after P/S graduation.

I will be enrolled as

<input type="checkbox"/> <b>Full-Time Student</b>	<input type="checkbox"/> <b>Part-Time Student</b>
<input type="checkbox"/> <b>Full-Time Student with Disability</b>	<input type="checkbox"/> <b>Part-Time Student with Disability</b>

*Please refer to the APS Policy and Procedures Handbook for the course load requirements.*

## 4. Education Information

Secondary School Name			
Highest Grade Level of Achievement			Completion Date (MM/YYYY)
Received: Highschool Diploma	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Completion Date (MM/YYYY)
If you did not receive your HS Diploma, did you receive a GED or Adult Graduation Diploma	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Completion Date (MM/YYYY)

***Previous Post-Secondary Institution (for applicant who have transferred institutions)***

**I am not a transfer student.**

Institution Name			
Program Name			
Highest Level of Achievement	<input type="checkbox"/> College Prep/ABE <input type="checkbox"/> Year 1 <input type="checkbox"/> Year 4 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 4+ <input type="checkbox"/> Year 3 <input type="checkbox"/> Other	Completion Date (MM/YYYY)	
Did you receive any of the following from this institution:	<input type="checkbox"/> Certificate <input type="checkbox"/> Diploma <input type="checkbox"/> Degree (Bachelors, Masters, PhD) <input type="checkbox"/> Other (ex. transferable courses/prerequisites).	Completion Date (MM/YYYY)	

**Post-Secondary Institution: *APPLYING TO***

Institution Name			
Student Number			
Program Name			
Program Delivery Method	<input type="checkbox"/> <b>On-Campus</b> <small>Face-to-Face/In-Person</small>	<input type="checkbox"/> <b>Off-Campus</b> <small>On-line/Distant Learning</small>	<input type="checkbox"/> <b>Hybrid Learning</b> <small>Blended learning (Face-to-Face &amp; online)</small>
Type of Program applying to	<input type="checkbox"/> College Prep <input type="checkbox"/> Certificate <input type="checkbox"/> Diploma <input type="checkbox"/> Associate degree <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree <input type="checkbox"/> Doctorate Degree	<input type="checkbox"/> Other Specify other: <div style="border: 1px solid black; height: 80px; width: 100%;"></div>	
What year of the program are you in?	<input type="checkbox"/> Year 1 <input type="checkbox"/> Year 4 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 5 <input type="checkbox"/> Year 3 <input type="checkbox"/> Year 5+	<b>Please note:</b> Students who are applying for College Prep are only eligible to receive funding for 2 academic years at this level.	
Start Date (MM/YYYY) <small>First day of classes for the academic year</small>			
End Date (MM/YYYY) <small>Last day of classes for the academic year</small>			
Program's Anticipated Completion Date (MM/YYYY)			

## 5. Other PS Educational Information

Have you ever been on academic probation	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you had funding suspended resulting in doing a "Term on Your Own"	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If you answered yes to either or both the last two questions, please explain why you were placed on academic probation or why funding was suspended.		

### Educational Goals

Tell us little more about yourself. What are your educational and career goals? Explain your choice of career and what qualifications you feel you have for your chosen field.  
Please write a short paragraph, not just one or two words. Attach another page if necessary.

## Checklist

**It is the responsibility of the applicant to ensure ALL required documents are attached and submitted with the application. Failure to attach these documents means the application package is incomplete and will not be given to the APS committee for review. All documents must be submitted in PDF format. Absolutely no pictures will be accepted.**

### *New Students*

- Funding Application
- Copy of Valid (not expired) Status Card or Confirmation of Membership Letter (provided by the Ahousaht Membership Clerk).
- Most recent Transcripts
- Acceptance Letter from the Institution.
- Course Schedule or Verification of Enrollment
- English Assessment Test Results
- Math Assessment Test Results (only if math is required for the program to which you are applying)
- Copy of dependent birth certificate (if applicable)
- Copy of disability documents (if applicable)
- Direct Deposit Form

**\*ALL new students must submit assessment results. Regardless, if applicant has already been accepted into the program or where they attended Secondary school (High school), no exceptions will be made, assessment test results must be submitted to our office. APS wants to ensure that students are taking courses at their academic levels and meeting requirements.**

### *Continuing Students*

- Funding Application
- Copy of Valid (not expired) Status Card or Confirmation of Membership Letter (provided by the Ahousaht Membership Clerk)
- Most recent Transcripts
- Course Schedule or Verification of Enrollment
- Copy of dependent birth certificate (if applicable)
- Copy of Disability documents (if applicable)
- Direct Deposit Form (only if you changed banking details).
- Please check this box if your direct deposit information is still the same.

### *Returning Students*

- Funding Application
- Copy of Valid (not expired) Status Card or Confirmation of Membership Letter (provided by the Ahousaht Membership Clerk)
- Most recent Transcripts
- Acceptance Letter
- Course Schedule or Verification of Enrollment
- Copy of dependent birth certificate (if applicable)
- Copy of Disability documents (if applicable)
- Direct Deposit Form