

**TA'AN KWÄCH'ÄN COUNCIL**

**EDUCATION TOP-UP POLICY**

**21 July 2004**

## EDUCATION TOP-UP POLICY

Effective Date: 1 May 2004

Amended: 19 August 2005

Authorized By: Board of Directors

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### Policy

The Ta'an Kwäch'än Council (TKC) will provide a post-secondary subsidy of \$270 to offset certain costs associated with attending post-secondary institutions such as a college or trade school.

#### 1.0 Eligibility Criteria

To be eligible for this subsidy, the applicant must (be a)

- TKC citizen
- Obtain his or her core funding from another education assistance program
- Grade 12 graduate
- Returning student from previous year
- Mature student
- Attend classes on a full time basis (three or more program of studies)
- Maintain a 2.0 GPA (60 per cent or more) and provide transcripts to TKC
- Enrolled in one of the following programs: community college, diploma or certificate, undergraduate or bachelor degree, professional degree or graduate and trades

#### 2.0 Travel Expenses

The following rates will apply for eligible students whose training requires travel inside or outside of the Yukon and for purposes of attending a post-secondary institution:

Type of Transportation	Inside Yukon	Outside Yukon
Vehicle	\$0.40 per km	\$500 flat rate
Airfare		as approved

Approved applicants may receive travel above the allowable amount upon review by the ESW, the Education Committee and, if required, the Chief whose decision is final.

Travel expenses may be provided for up to a maximum of 4 (four) 1(one) way trips per year.

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### **3.0 Application Deadlines**

Spring and Summer Semester: March 15

Fall Semester: July 15

Winter Semester: November 15

### **4.0 Payment Process**

Cheques will be prepared in advance one (1) week before the beginning of the next month. (Refer to section 4.1, Exception to Payment Process)

TKC will not reimburse applicants for precommitted or courses attended in the past.

#### **4.1 Exception to Payment Process**

In accordance with Motion 07-08-05, the Board approved an amendment to the Post-Secondary Student Support Program Policy section 7.2, Payment Process, Living Allowance, pursuant to which the cheques will be prepared in advance one (1) week before the beginning of the next month with the exception of the current student registered as full time year-round student for whom the cheque will be prepared one (1) month in advance and as before the policy amendment.

The amendment was also made to this policy, as reflected in section 4, Payment Process, above, and Motion 07-08-05, above, also applies to this policy.

### **Policy Appendices**

1. Education Top-Up Application Form
2. Student Contract

**TA'AN KWÄCH'ÄN COUNCIL  
EDUCATION TOP-UP APPLICATION**

Applicant Name			SIN Number			
Year	Date of Birth		Gender			
	Month	Day	Male		Female	
Education History / List of Post-Secondary Institutions						
Year Attended	Name of Institution		Program of Study			Completion Year
Name and Address of Post-Secondary Institution I Will Be Attending						
Name of Course						
Start of Course			End of Course			
Address Where Cheque Is To Be Mailed			Permanent Yukon Address			
Phone: (     )			Phone: (     )			
Name Of Sponsor						
All the information provided by me is true and correct to the best of my knowledge. I agree to the rules and regulations pursuant to the Education Top-Up Policy						
Signed _____						
Witness _____						
Date _____						
This Document Was Reviewed And Approved By						
Signed _____						
Witness _____						
Date _____						



# Ta'an Kwäch'än Council

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## CONTRACT

This contract will be a binding agreement between the

Ta'an Kwäch'än Council (the "TKC")

and

Student Name \_\_\_\_\_ (the "Student")

By signing this contract, the student agrees to comply with the rules and regulations pursuant to the attached TKC Education Top-Up Policy (the "Policy"). The student understands the policy and has had the opportunity to ask questions about it.

In the event of a conflict that can neither be resolved by the Education Support Worker nor the Education Committee, the student agrees to abide by the decision made by the Chief in the matter of the conflict.

The student agrees to use the financial support approved and received from TKC solely for the purpose of advancing his or her education and as stated by the student in his or her application.

The student agrees that he or she will not receive educational funding from the TKC and another First Nation at the same time. If it becomes known that he or she does receive undeclared funds, he or she will cease to receive funds from TKC pending a decision by the Education Committee.

In the case where the student quits his or her program of study without notifying the TKC, he or she will be asked to pay back all or a portion of the funding received from TKC before any further funding will be approved by TKC.

Repeat courses will be subject to review by the Education Support Worker and the Education Committee.

TKC will base approval of funding levels on the needs of one person.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

Appeals can be made by  
appointment to the

Ta'an Kwäch'än Council  
Education Committee  
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Whitehorse, YT Y1A 2T8  
Phone (867) 668-3613  
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