

Student Bursary Program

PURPOSE

Tulo Centre of Indigenous Economics (“Tulo Centre”) has developed a partnership with Thompson Rivers University (“TRU”) to provide students with an accredited education program that results in an understanding of First Nation applied lands management. The Tulo Centre has developed a student bursary program to provide financial support to lands department employees working in First Nations in Canada to attend courses in applied lands management and development roles.

POLICY

The Tulo Centre administers and manages the student bursary program in a fair and equitable manner.

The maximum bursary available to a student will cover tuition, a portion of travel, accommodation, and meal cards (when applicable) to attend a qualifying course/program.

Courses qualifying for the Tulo Centre bursary program include those offered through the Tulo Centre only.

The availability of student bursaries is determined by the Tulo Centre on an annual basis and may be changed by the Tulo Centre without notice.

Schedule, course, content, tuition, travel, meal and accommodation rates are subject to change without notice.

ELIGIBILITY CRITERIA

Applicants are required to provide the following information in order to be eligible to receive a Tulo Centre student Bursary:

- Proof of employment with a First Nation in Canada in the lands management area.
- A demonstrated involvement in the area of First Nation applied lands management.
- Completed application form.

The applicant agrees to the following:

- To abide by the terms and conditions of the Tulo Centre Student Bursary Program including the attendance and cancellation policies.
- To abide by the rules and policies as set out by the Tulo Centre of Indigenous Economics Program Handbook.
- To notify the Tulo Centre immediately if unable to attend a course they are registered for under the student bursary program.

SELECTION PROCESS

Student bursary applications will be reviewed and assessed by the Tulo Centre on a first come basis and will be subject to available funding. Incomplete applications will not be considered.

BURSARY PAYMENT

Bursaries for tuition fees and meal cards will be paid directly to the educational institution on behalf of the student. Travel arrangements for airfare and hotel accommodation will be arranged and paid directly by the Tulo Centre on behalf of the student. The Tulo Centre will select hotel accommodations for all student bursary programs. Alternate travel and accommodation arrangements made by a student will not be reimbursed by the Tulo Centre. Amounts to reimburse for vehicle transportation will be paid directly to the First Nation employer.

ATTENDANCE POLICY

The Tulo Centre recognizes the importance of attendance and participation to the learning process. Attendance is required for all classes. Students are required to stay for the duration of all classes. Absenteeism may result in an individual being ineligible to receive bursary funding for future Tulo Centre courses and cancellations fee as outlined below.

COURSE COMPLETION POLICY

A student who does not attend a course or receive a passing grade (C-) will be ineligible to receive bursary funding to attend Tulo Centre programs for one year. A student who does not attend a course or receive a passing grade for a second time will be ineligible to receive bursary funding to attend a Tulo Centre program for three years.

CANCELLATION POLICY

Due to high demand for the Student Bursary Program as well as limited spaces available in the courses, the Tulo Centre adheres to a strict cancellation policy. Cancellations fees will be charged to student employer First Nation as follows:

- Cancellations received 5 business days prior to the start of the course will result in a cancellation fee representing the full course tuition cost, the first night's accommodation cost and airline costs (if applicable).

STUDENT BURSARY APPLICATION

First Name

Last Name

First Nation (if applicable)

Position/Job Title

First Nation Mailing Address (Mileage Cheque Payable to)

City

Province

Postal Code

YES

AIR TRAVEL ARRANGEMENTS Preferred.

Please indicate departure airport

YES

MILEAGE REIMBURSEMENT Preferred.

Please indicate departure city and approximate mileage to Kamloops, including return mileage.

YES. Hotel accommodation in Kamloops is required.

NO. Hotel accommodation in Kamloops is NOT required.

YES, I have read and understand the contents and policies of the Tulo Centre Student Bursary Program and agree by the rules and conditions contained within.

YES, I have read and understand the contents and policies of the Tulo Centre Program Handbook and agree by the rules and conditions contained within.

Signature

Date

THIS SECTION TO BE COMPLETED BY MANAGER OR SUPERVISOR

- YES, I support the above student in attending the courses as scheduled and recognize they will be participating in an education program.
- YES, I have read and understand the contents and polices of the Tulo Centre Student Bursary Program and agree by the rules and conditions contained within.
- YES, I have read and understand the contents and polices of the Tulo Centre Program Handbook and agree by the rules and conditions contained within.

Name Job Title/First Nation

Email Phone

Signature Date

Send these completed forms and supporting documentation via email or fax:

Tulo Centre of Indigenous Economics
 321 – 345 Chief Alex Thomas Way Kamloops, BC V2H 1H1
 Phone: 250-852-1427
 Fax: 250-828-9858

Attention: Andrea Zazzi-Phillips
 Email: andrea@tulo.ca

Personal information provided on this application form is collected for the purpose of operating the student bursary program. The Tulo Centre collects, uses, retains and discloses information to Thompson Rivers University as required to administer the program. Information, in aggregate form only, may also be used for research purposes and statistics.