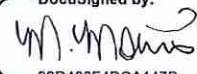


Nee Tahi Buhn Band
Post-Secondary Education Policy



APPROVAL

This document was reviewed and approved by Nee Tahī Buhn Chief and Council at a duly convened meeting on the 5 day of 2026 at Nee Tahī Buhn

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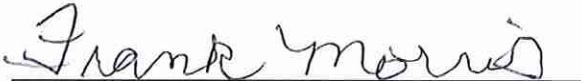
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Chief Marcella Morris

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Deputy Chief Mark Morris



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1.0 Purpose

The purpose of this document is to provide community-driven guidance in the implementation of the Nee Tahī Buhn Band (NTBB) Post-Secondary Program. The main goals of the document are to:

- Provide critical information and guidance to NTBB members applying for or receiving post-secondary support funding;
- Provide clarity to all membership regarding the process for selection and funding determinations;
- Support transparency to membership and program applicants about the selection and funding processes;

2.0 Program Description

2.1 NTBB Program Description

NTBB’s Post-Secondary Program provides eligible and approved post-secondary students who are registered members of NTBB with non-repayable financial support towards the completion of a post-secondary education program.

2.2 Indigenous Services Canada Program Description

NTBB obtains funding for the PSE program through Indigenous Services Canada (ISC) through the Post-Secondary Student Support Program (PSSSP) and the University and College Entrance Preparation Program (UCEPP). For more information on these programs, please see: [Post-secondary Student Support Program and University and College Entrance Preparation Program: National Program Guidelines 2025 to 2026](#)

3.0 PSE Program Eligibility

3.1 Student Eligibility

An eligible applicant MUST:

- Be a status member of Nee Tahi Buhn Band;
- Have been accepted by an eligible post-secondary institution in a degree, diploma, certificate, or a university or College Entrance Preparation Program (UCEPP)
- Have fully completed and submitted the NTBB Post-Secondary Application Package and all required documentation as described in the NTBB Post-Secondary Application Package
- Be in good standing with the NTBB Post-Secondary Program and with the Post-Secondary Institution

3.2 PSE Program Eligibility

A post-secondary education program is a program of studies offered by a recognized post-secondary institution that is at least one academic year in length (as defined by the institution), and for which the completion of secondary school studies (Grade 12), or the equivalent is required.

Summer programs (May – August) may only be funded if required and/or the budget allows. Priority will be given to students enrolled during the September – April academic year. The student must complete an application form and supporting documentation. Some graduate programs require summer courses and those are to be considered a part of the full-time program.

3.3 Institution Eligibility

Eligible post-secondary institutions are degree, diploma or certificate granting institutions which are recognized by a provincial or territorial Minister of Education and include educational institutions affiliated with or delivering post-secondary programs by arrangement with an eligible post-secondary institution.

It is the responsibility of students to ensure that the institution they select is eligible for funding.

If a student decides to attend a post-secondary institution outside of Canada, it is the responsibility of that student to demonstrate to NTBB Education that the program credentials are transferable to our local jurisdiction and to provide any other documentation that may be requested by the NTBB Education Dept.

ISC regularly updates and changes the list of eligible institutions, but information can be found on the ISC website at: [List of Designated Educational Institutions - CanLearn.ca](#)

3.4 Students with a disability

Students with disabilities may be approved for full sponsorship with a reduced course load or other accommodations as determined by their post-secondary institution. It is the student's responsibility to provide NTBB Education with verification of disability in the form of a doctor's note, current psycho-educational assessment or other acceptable document.

4.0 Funding

NTBB PSE assistance will be provided within the limits of the funding available to the Nation from ISC. When member applications exceed available funding, the selection criteria and process described in section 5.0 of this policy will be used to make funding decisions.

Chief and Council shall have and consider the option of using own source revenue to enhance the funding limits of the program on a given year. Students funded through additional funding allocated by Chief and Council shall be governed by this policy.

4.1 Limits of Assistance:

Assistance can be provided at four levels of post-secondary education:

Level 1: University College Entrance Preparation and Certificate/Diploma Programs

Level 2: Undergraduate Degree Program

Level 3: Graduate Degree / Advanced Professional Degree

Level 4: Doctoral Degree

- Financial assistance for tuition, compulsory student fees and required books may be provided to students at all four levels;
- The duration of assistance will be in accordance with the official length of the program as defined by the post-secondary institution in which the student is enrolled, as long as the student remains in good standing with NTBB Education and the Institution;
- Students may apply for up to one additional year of funding if, for some reason, they did not complete the program within the prescribed timeframe but remained in good standing.

4.2 University and College Entrance Preparation Program (UCEPP)

For all UCEPP students, the maximum time limit for financial assistance will be two (2) academic years (as defined by the institution) or the equivalent of two academic years for a maximum of 24 months. Continued financial support is dependent on successful completion of course work and regular attendance. It is the students' responsibility to provide NTBB Education Dept with proof of progress in the learning program.

4.3 Eligible Expenditures

Eligible expenditures for PSSSP and UCEPP are:

- Tuition and other compulsory student fees;
- Books and supplies required by the students for their program of study;
- Official Transcript fees;
- Application fees;
- Living allowance for the funded students and their dependence as per section 4.5; UCEPP students will not be eligible for living allowance during summer semesters.
- Travel costs for not more than two return trips per academic year based on the most economic mode of travel. Students who choose to access programs in other provinces and/or countries will not have all travel costs reimbursed but will receive an amount in line with the payments provided to other students studying in Province;
- Full time and part time funded students who must travel from their place of ordinary residence to attend their post-secondary institution are eligible to receive financial support for the cost of travel, up to a maximum of \$500 per academic year.
- Tutoring or guidance counselling services
- At the discretion of Chief and Council, other costs related to the successful completion of the program can be funded through own-source revenue.

4.4 Eligibility for Funding

To be eligible for full-time sponsorship (living allowance, books, tuition, travel) a student must be registered in:

- A minimum of three (3) courses per semester;
- Total of nine (9) credits per semester (or the equivalent at your institution);
- Maintain a grade point average of 2.0 or higher;
- Remain in good standing with NTBB Education by submitting all required documents on or before the deadline.

Part Time students will have two or fewer courses and may be eligible for part time funding which includes tuition, supplies, and books only.

- Part time students are eligible for living allowance or travel costs but may receive a reduced amount. Part time students are eligible to receive living allowance at a pro-rated amount equal to the proportion of courses they are taking relative to a full-time student's. For example; if a full-time student is someone who takes 4 courses and the applicant is taking one course; then the applicant would be eligible for a quarter of the living allowance and travel costs of the full time student

4.5 Living Allowance

Students and their dependents can receive funding to help them pay their living expenses while they are attending a post-secondary institution. Living allowance rates will be determined for each school year (September –April) by the Chief and Council. Living allowance rates will be informed by but not equal to the Canada Student Loan Program standards. Chief and Council will also take into account overall budgeting considerations that allow the Nation to fund the most students.

If the available funding does not fully meet an individual's needs, then they are encouraged to apply for a student loan. NTBB Education can provide support to students in completing the application process.

4.6 Graduation Incentives

Provided there is sufficient funding in the PSE Budget, students may be provided with a graduation incentive upon successful completion with amounts to be determined by Chief and Council dependent on budget availability.

4.7 Tuition Reimbursement

Dependent on the availability of additional funding within the PSE program, NTBB Education may consider reimbursements of tuition for members who proceeded with their post-secondary education without NTBB Education support. This will only be considered for programs taking place during the same school year and will be entirely dependent on the unexpected availability of NTBB PSE Program funding.

5.0 Selection Criteria

All applicants must meet the eligibility requirements under section 3.1 of this document. The following lists the priority list for student selection for funding:

1. Continuing Students – Received sponsorship from NTBB in the last academic year, have re-applied for funding and remained in good standing with NTBB Education and their post-secondary institution.
2. Newly Graduated Students – Have completed their grade 12 or equivalent in the last 12 months

3. New Applicants – Meet the requirements for education funding from NTBB and have not received funding in the past.
4. Deferred Applicants – Eligible students who applied but were not funded in the previous year due to funding restrictions
5. Continuing post-secondary graduates – Students who have successfully completed their post-secondary program and are continuing to the next level or making a change or addition to their career path;
6. Long Term Students – Students who have been funded by the Nation for 5 or more years but have not completed a requisite credential or utilized their sponsored education to advance their career path.
7. Returning students – Students who were previously funded by NTBB and discontinued, withdrew, or were terminated from their program of studies and are seeking to return. Students in this category are not eligible to apply until two years after the termination of their previous program and debt is repaid if applicable.
8. Part-time students – Students only requesting part time sponsorship

5.1 Other Selection Considerations

Within each of the above priority populations, students will also be considered based on their past academic achievement, program completion, and maintaining good standing with NTBB Education.

6.0 Student Responsibilities

Students must:

- Maintain good academic standing, as defined by their institution and a minimum 2.0 grade point average. Where a student does not maintain good academic standing, their funding may be suspended or terminated, or a student may be placed on probation.
- Students must submit all required documents and re-application forms to NTBB Education prior to or on the deadline. This includes proof of enrolment, admission letter, course timetables, official transcripts, progress reports, etc. NTBB Education will obtain student files directly from the institution when possible and will make clear to students each year what the reporting requirements will be;
- Students are responsible for registering for courses as required by the institution.
- Students are responsible for applying for grants, scholarships or eligible incentives to assist with covering the costs of tuition, books, supplies and living allowance. Students who successfully apply for grants, scholarships and other incentives will not have this funding deducted from their PSE funding from NTBB.
- Students are responsible for conducting themselves in a respectful manner in the broader community and maintaining polite and professional communication with NTBB staff.

- Students are responsible for informing NTBB Education of any changes in their academic courseload, course failures, changes in living situation or number of dependents, or any other information which may impact their continued eligibility to be funded.
- Students are responsible for submitting monthly updates to the education department and marks if available.
- Failing to meet these responsibilities will result in the student not being in good standing with NTBB Education and could result in suspension or termination of funding.

7.0 Termination or Suspension of Funding

NTBB may terminate funding granted to an eligible student for the following reasons:

- The student makes a misrepresentation or false statement on their application form;
- The student's academic status changes from full-time to part-time without the student first notifying NTBB Education.
- The student withdraws from the post-secondary institution or changes their course of study without informing NTBB Education;
- The student withdraws from the post-secondary institution;
- The student does not meet the minimum grade expectations required under this policy (2.0 GPA).
- The student has not maintained good standing with the post-secondary institution;
- The student has not submitted required documentation to NTBB Education within the required timeframe;
- Misconduct and contravention of the education institution's student by-laws, rules, and regulations that results in the institution's dismissal of the student;
- Students have failed to keep in contact with the education department after repeated requests for updates and documentation. Student will be given 1 month to respond or could have funding suspended.

The list is not exhaustive, and there could be other circumstances that would require the Education Department to review and consider the termination of funding with the oversight of the General Manager and Chief and Council. Students may also be required to repay funding in cases where the terms of this policy have been willfully violated. This may also result in the student not being eligible for PSE funding in the future.

7.1 Academic Probation

Students placed on academic probation by their institution must inform NTBB Education within five (5) business days. The student may have their funding suspended depending on the severity of the misconduct. Students placed on academic probation will be required to sign a letter of understanding with NTBB Education setting out the academic achievement terms for continued

funding. Failure to complete this process or fulfill the term so the letter of understanding will result in the termination of funding.

7.2 Compassionate Considerations

Students are encouraged to communicate any extenuating circumstance that may impact or have impacted their academic performance. NTBB Education will have the flexibility to make exceptions to these guidelines in cases where it has been determined that the student has faced undue hardship. NTBB Education will do its utmost to support the student through difficult times and collaborate with the student on an educational plan moving forward. Examples of such hardship include but are not limited to:

- Medical complications, either personal or within their immediate family;
- Traumatic experience, either personal or within their immediate family;
- Death within the immediate family;
- Natural disasters.

8.0 Appeals Process

If a student wishes to appeal a funding decision, the applicant can undertake the following process:

- Students can only appeal if they feel that these guidelines and ISC guidelines have not been properly applied;
- Students cannot appeal for any other reason;
- Students must inform NTBB Education in writing of their appeal, citing specifically the ISC or NTBB Guideline they feel has been improperly applied within ten (10) days of the funding decision;
- NTBB Education, in consultation with NTBB Chief and Council will review the letter and respond within thirty (30) business days of receiving the letter.

9.0 Amendments

Amendments to this policy can be made through recommendations submitted by membership and/or NTBB staff in writing to Chief and Council by December 31st of each year. The proposed amendment will be considered by the Chief and Council at their next duly convened meeting and will take effect immediately upon approval.

- 10.0 List of Acronyms – in order of appearance NTBB – Nee Tahí Buhn Band
- PSE – Post-Secondary Education
- ISC – Indigenous Services Canada

- PSSSP – Post-Secondary Student Support Program
- UCEPP – University and College Entrance Preparation Program