

STUDENT BURSARY APPLICATION GUIDELINES

FNTI plays a critical role in increasing access to post-secondary educational programs for Aboriginal individuals, groups and communities and to provide culturally appropriate, practical educational choices and opportunities. Given the increasing lack of funding available to applicants, FNTI seeks funding sources to offer financial assistance options to learners in need.

It is expected that this financial assistance will directly support student success at FNTI.

FNTI student bursary funding is limited and available to learners only once per year. To be considered for bursary funding, a student must demonstrate financial need and a strong commitment to their program by means of an aggressive personal funding search.

GUIDING PRINCIPLES

- 1) FNTI students needing funding at the time of application are advised of any limited opportunities for student assistance. These opportunities are to be considered a temporary measure of support while the student secures an educational funding source and/or sets up a personal payment plan with FNTI.
- 2) Application forms are available from the FNTI Registrar, Program Managers or Coordinators or on the FNTI website
- 3) The application process involves completion of an application form (including student identification number) and provision of third party verification of provided information.
- 4) Completed application forms are submitted in a timely manner to the FNTI Registrar, Program Managers or Coordinators for consideration.
- 5) Applications will be reviewed on the 15th of every month.
- 6) Applicants will be notified in writing within two weeks of the application review.

As required to access funding for the Ministry of Training, Colleges and Universities (MTCU) Aboriginal PSET Bursary, FNTI provides the following notice to all student applicants for financial assistance.

NOTICE OF COLLECTION OF PERSONAL INFORMATION

The Ministry of Training, Colleges and Universities (The Ministry) has provided your college or university with the funding to administer the Aboriginal PSET Bursary. As a condition of this funding, your college or university is required to make reports to The Ministry of your contact information, the amount of the Bursary you receive and the date it was awarded, your study period and information related to your eligibility for the Bursary. This personal information will be used by The Ministry to administer and finance the Bursary. It will also be used to establish the minimum amount of student aid your college or university is required to provide under the Student Access Guarantee (the Guarantee) and to administer and finance the Guarantee. If you apply for OSAP, this personal information will be used to update your OSAP application or award, including your declared income.

Administration includes: public reporting on the administration and financing of the Bursary and the Guarantee; monitoring and auditing your college or university or its authorized agents to ensure that they are administering the Bursary appropriately; conducting risk management, error management, audit and quality assessment activities; and conducting policy analysis, evaluation and research related to all aspects of student assistance. Financing includes: planning, arranging or providing funding of the Bursary and the Guarantee.

The Ministry administers the Bursary and the Guarantee under the authority of the Ministry of Training,

Colleges and Universities Act, R.S.O. 1990, c. M.19, as amended.



STUDENT ASSISTANCE APPLICATION

NOTE: Bursaries are awarded only once per academic year.

PERSONAL and CONTACT INFORMATION

Surname _____ Given Name (s) _____

S.I.N. (required) _____ D.O.B. _____

Address While in School:

Street Address _____

City _____ Province _____ Postal Code _____

Telephone (____) _____ E-mail _____

ABORIGINAL HERITAGE/CITIZENSHIP/RESIDENCY

Aboriginal Ancestry:

- Status First Nation Nation _____
- Inuit
- Metis First Nation/Community _____
- Other: _____

Canadian Citizenship:

The student must be a Canadian citizen, a Permanent Resident or a Protected Person under subsection 95(2) of the *Immigration and Refuge Protection Act* (Canada). Citizenship must be obtained prior to receiving the Aboriginal PSET bursary.

Current Citizenship Status:

- Canadian Citizen
- Permanent Resident
- Protected Person
- Other: _____

Ontario Resident:

To be considered an Ontario resident, a student must meet at least one of the following criteria:

- As of the first day of the student's study period, Ontario is the last province in which the student resided for 12 consecutive months without being a full-time post-secondary student.
- If the student is married or in a common-law relationship as of the first day of the student's study period, Ontario is the last province in which the student's spouse resided for 12 consecutive months without being a full-time post-secondary student.

- If the student is a single dependent student as of the first day of the student's study period, Ontario is the last province in which the student's parent(s) step-parent(s), legal guardian(s) or official sponsor(s) resided for at least 12 consecutive months. Where parents/step-parents are separated/divorced, this requirement refers to the residency of the parent with whom the student normally resides or who financially supports the student.

For the purposes of Ontario residency, students are identified in a common-law relationship if the individual has been living with a person in a conjugal relationship outside marriage for not less than **three** years **or** the student and a person are living together in a conjugal relationship outside marriage and are raising a child of whom both are the biological or adoptive parents.

For the purposes of Ontario residency, a student is identified as a single dependent student if he or she is single and **does not meet any** of the following criteria to be considered independent:

- Out of high school for 4 or more years at the start of the student's study period.
- Not a full-time student at a high school or post-secondary institution (i.e. has been in the labour force on a full-time basis) for at least 12 consecutive months on 2 or more occasions.
- Both parents are deceased.
- Current or former Ward of the Crown who has not been adopted.
- The student was previously identified as married or sole-support parent but no longer meets those criteria (e.g. student is widowed, divorced, or separated with no children).

Current Status Information:

- I am married.
- I am in a common-law relationship.
- I am a sole-support parent.
- Separated
- Divorced
- Widowed
- Never married
- I am separated, divorced, or widowed, **AND** I have **NO** dependent children living with me.
- None of the above statements applies to me.

Residency Information:

- I have always resided in Ontario.
- Ontario is the last province in which I resided for 12 consecutive months without being a full-time post-secondary student.
- My spouse has always resided in Ontario.
- Ontario is the last province in which my spouse resided for 12 consecutive months without being a full-time post-secondary student.
- I reside in Ontario **AND** my spouse and I have lived in Canada for less than 12 consecutive months.
- I now reside in Ontario but none of the above statements applies to me.

DETERMINING FINANCIAL NEED - BUDGET

- For the current school year, please provide a summary of the financial resources/income anticipated and estimated financial expenses using the spaces provided below.
- Married and common-law students should indicate their total family income and total family expenses.

FINANCIAL RESOURCES/INCOME

Identify your sources of financial income: on a monthly basis **and** calculate the total amount for the number of months in your program for the school year. (NOTE: Multiply the monthly amount by only **one** amount – 8, 10 **OR** 12 months). If your program is a different length of time, please specify and calculate.

Length of school year in months:

- 8 month school year
- 10 month school year
- 12 month school year
- Other: _____

Very Important: Number of months cannot exceed number of months you are enrolled in full-time studies. e.g. If your letter of acceptance states your program runs from September 2009 to April 2010, the maximum months you can apply for is eight.

INCOME SOURCE	TOTAL AMOUNT
(Multiply monthly amount by number of months in school year)	
Monthly income from Savings or Work (after taxes)	
Monthly income from Spouse or Partner (after taxes)	
Monthly Other Income: _____	
Monthly Financial Contribution from Parent(s)	
Monthly Child Support	
Monthly Child Tax Benefit/Family Allowance	
Monthly Pension Income (orphan benefit, CPP, etc.)	
Monthly Social Assistance	
SUBTOTAL	
Multiply subtotal by number of months in your school year.	
Band/Community/Organization Funding for Tuition, Books/Materials <ul style="list-style-type: none"> ○ Confirmed ○ Confirmation pending ○ Funding unavailable ** amounts must be provided to ensure accurate need	
Band/Community/Organization Funding for Living Expenses <ul style="list-style-type: none"> ○ Confirmed ○ Confirmation pending ○ Funding unavailable ** amounts must be provided to ensure accurate need	
TOTAL SCHOOL YEAR INCOME	

FINANCIAL EXPENSES

- The budget should cover **only the months that you are in school** (i.e. 8, 10, 12 as above)
- If you are sharing a dwelling with someone who is not a dependant, do not include any costs for the second person.
- Use the spaces provided below to identify all of your expenses for the months of your program of studies this school year.

EXPENSE TYPE	TOTAL AMOUNT (Multiply monthly amount by number of months in school year)
SUB-SECTION A	
Cost of Tuition/Training for School Year	
**Must be completed even if receiving Band/Community/Organization Funding	
Cost of course materials for school year:	
Books \$ _____	
Equipment \$ _____	
Supplies \$ _____	
Fees \$ _____	
Other \$ _____	
SUBTOTAL SUB-SECTION A	
SUB-SECTION B	
Monthly food \$ _____	
Monthly utilities (heat, hydro, water, etc.) \$ _____	
Monthly Telephone \$ _____	
Monthly Internet \$ _____	
Monthly Cable TV/Satellite \$ _____	
Transportation \$ _____ Gas \$ _____	
Monthly Toiletries, Personal Care, Laundry \$ _____	
Monthly Childcare \$ _____	
Monthly Entertainment, Recreation \$ _____	
Monthly Clothing \$ _____	
Mortgage Insurance \$ _____	
Car Insurance \$ _____	
Life Insurance \$ _____	
Gym Payment \$ _____	
Other Monthly Expenses (Please Specify)	
Monthly Debt Payments:	

Credit Card(s) \$_____ \$_____ \$_____
Vehicle Payment \$_____
Other \$_____
Other \$_____
Other \$_____
SUBTOTAL SUB-SECTION B
TOTAL SCHOOL YEAR EXPENSES (Add Subtotals for Sub-Section A and Sub-Section B)

TOTAL FINANCIAL NEED

Calculate your total financial need by subtracting your total expenses from your total income.

_____ (-minus) _____ (= equals) _____
 Total School Year Expenses Total School Year Income Total Financial Need

ADDITIONAL INFORMATION

If there are additional details that you wish to provide please use this space to do so. Should you have circumstances that warrant special consideration, please specify below.

SIGNATURE: _____ **DATE:** _____

THIRD PARTY VERIFICATION

This section is to be completed by a respected, recognized member of your community.

✓ Yes, I verify this is a fair representation of this students need.

_____ _____ _____
 Name & Position/Relationship to student Phone E-mail

SIGNATURE: _____ **DATE:** _____



RECOMMENDED BY: _____, **PROGRAM MANAGER**

APPROVED BY: _____, **ACADEMIC DEAN**

AMOUNT AWARDED _____ **DATE** _____