



## Keewatin Tribal Council

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# ***PRIVATE HOME PLACEMENT***

STUDENT GUIDELINES

&

INFORMATION

*Reviewed December 2005*

## INTRODUCTION

A. The objective of the Private Home Placement Program is to assist First Nation members of Keewatin First Nations Student Services to gain access to programs/grades not available in their home community and to graduate with qualifications and skills needed to pursue individual careers and to contribute to the achievement of First Nation self-government and economic self-reliance.

B. The Private Home Placement Program provides financial, academic, & personal assistance to eligible First Nation/Band members towards the completion of a high school program.

C. The following will be outlined:

- i) eligibility requirements to be met by students in order to qualify for sponsorship;
- ii) application for educational assistance;
- iii) Keewatin First Nations Student Services guidelines to determine and provide sponsorship to students; and
- iv) student allowance information;
- v) incentives available through the Program;
- vi) house-parent information & private home placement guidelines

## I. ELIGIBILITY REQUIREMENTS

To be eligible for sponsorship from the Private Home Placement Program with Keewatin First Nations Student Services, the applicant must:

- i) be a member of a First Nation/Band with Keewatin First Nations Student Services;
- ii) the applicant's grades/programs is not available in their home community\*; and
- iii) be accepted by the educational institution as a non-resident student;

**\* Grade level/programs, which may be unavailable in the home community, are: Academic, Vocational and Special Education.**

- 1) Academic Program - The high school academic program consists of four course levels, S1, S2, S3, S4, either at University level (S) or general level (G);
- 2) Vocational Industrial Programs - Enable students to train in a specific trade and enter the work force upon graduation or attend community college and/or University providing the entrance requirements are met, ie. Power Mechanics, Carpentry, Cosmetology, Food Management, etc.
- 3) Special Education - Level II & III

## **II. APPLICATION FOR EDUCATIONAL SPONSORSHIP**

A. **For new students**, applications will be considered complete once the following documents have been received by Student Services:

- i) latest transcript of marks;
- ii) information on application for educational sponsorship must be complete; and
- iii) immunization record.

\* You are encouraged to send in your application for educational sponsorship so that a file will be opened; however, your application will not be assessed until all documents listed above are received.

B. **For continuing students**, applications for sponsorship will not be processed without the following:

- i) re-application for sponsorship;
- ii) latest transcript of marks; and
- iii) registration of required courses.

C. Deadlines for application:

September Enrolment - June 15  
February Enrolment - November 15  
Summer School - May 15

D. Once application is complete:

Upon receipt of all documents, Community representatives and Keewatin First Nations Student Services will review the student's application and documents to determine sponsorship. If the application and documents are complete and approved for sponsorship, the student will receive a letter of approval for sponsorship.

## **III. KEEWATIN FIRST NATIONS STUDENTS SERVICES GUIDELINES**

The following guidelines are to be used in determining and providing continuing sponsorship for all Private Home Placement Students of Keewatin First Nation Student Services:

### **A. RESPONSIBILITIES**

1. Students must adhere to all school regulations;
2. Students must adhere to all private home placement/residence regulations as specified in the student handbook;
3. Students must adhere to all regulations as specified in the student transportation policy;
4. Students must maintain an acceptable academic standing:
  - High school students must earn a minimum of 8 course credits per year, but should take maximum course loads.
5. Students must attend all scheduled classes and tutoring sessions;

6. Students are encouraged to utilize academic and social support services such as Learning Assistance Programs, Tutoring, Drug & Alcohol Awareness Programs, Career Awareness, etc.;
7. Students must provide all marks and reports upon their counsellor's request;
8. Students should consult their Counsellor as soon as difficulties arise that may be detrimental to their academic success;
9. Students must inform their Counsellor if they intend to withdraw from courses or terminate their studies. (Note: this may affect their continual eligibility of student sponsorship);
10. Students must adhere to procedures set by KFNS and their respective First Nation;
11. Students must return all textbooks and library books or any borrowed material from the educational institute. Cost for not returning material will be the responsibility of the student;

**\* Note: Education Institutions will not release transcripts to any students owing money for textbooks.**

**Any infraction(s) of the above may result in the termination of sponsorship by Keewatin First Nations Student Services in consultation with the Home/School Co-ordinator of the respective First Nation/Band, and/or parents.**

## **B. STUDENT APPEALS**

Students may not appeal to the Department of Indian Affairs for a decision made by the Keewatin First Nations Student Services. This includes an administrative decision and an appeal ruling.

Should an appeal hearing be required; the following procedure will be followed:

1. The student will be required to make an appeal in writing within 14 days of the letter of the decision they wish to appeal, to the Director of Student Services.
2. The Director of Student Services will review the written appeal and make an administrative ruling. If the outcome is not satisfactory to the student, the appeal shall be taken to the next level in writing.
3. The Director will arrange for an appeal hearing with the following participants: student (student's parent if applicable), Home/School Co-ordinator, Chief, Student Services Counsellor, KTC Executive Council member with Education Portfolio, and a person the student chooses to be present.
4. The necessary arrangements will be made through teleconference at a mutually acceptable time for participants to be involved in the Appeal Hearing.
5. The decision of the Appeal Board is final and binding.

#### IV. STUDENT ALLOWANCE INFORMATION

##### Private Home Placement Program for High school Students

Bus Pass	Thompson - Provided to High School Students by Counsellor Winnipeg - students responsible for purchasing Bus Pass with funding provided in addition to monthly allowance
Allowance	\$46.00 for students under 18 / per month \$56.00 for students over 18 / per month
Home/Economics/Shops	\$60.00 once a year only
Gym	\$75.00 once a year only
School Supplies	\$50.00 per semester
Driving Training	as per school rate
Extra -curricular	\$100.00 per year
Glasses / eye exam	\$145.00 once every 2 years (paid directly to Optical Dispenser)
Seasonal Travel	Two return trips per academic year only (Fall = ½, XMAS = 1, Summer = ½)

##### B2 - Allowance (students on the honour system)

	Grade X - XII
Winnipeg	\$425.00
The Pas/Thompson	\$455.00

Where applicable, daily transportation is added to the B2 Allowance structure. The students funded under the B2 allowance program are responsible to pay for their room and board to their home placements.

##### Grade 12 Graduates:

Grad clothing	\$100.00
Grad pictures	\$ 50.00
Grad Banquet tickets	as per school rate (two tickets)
Grad fees	as per school rate

Graduates receive plaque with a \$200.00 incentive.