



YUKON NURSING EDUCATION BURSARY POLICY

Purpose and Rationale

The Yukon Nursing Education Bursary is intended to support people who live or have lived in the Yukon to attend basic baccalaureate nursing education.

Canadian studies have indicated that it is people from rural and remote areas that are most likely to return to practice in those areas. On the basis of these studies, it is anticipated that people who receive the Yukon Nursing Education Bursary support are likely to return to provide nursing service in the Yukon.

Policy

The Yukon nursing education bursary is available to a maximum of 6 new students per year. The maximum amount available will be:

- 2 bursaries will be awarded to the top two scored bursaries for \$5,000/ea per year to a maximum of 4 years that they are enrolled in a baccalaureate nursing education program.
- 4 bursaries will be awarded for \$2,500/ea per year to a maximum of 4 years that they are enrolled in a baccalaureate nursing education program.

If a person is already being supported by Department of Health and Social Services for nursing education through another program they will not be eligible for bursary funding.

Terms of Bursary

Once a person qualifies to receive the bursary, he/she may continue receiving it for a maximum of 4 years of nursing education provided that the student maintains academic achievement standards required by the program.

A person who has been selected to receive the bursary and who subsequently interrupts academic studies will be permitted to continue receiving the bursary upon reenrollment provided that the person continues to meet eligibility criteria and academic achievement standards.

Students taking nursing education on a part-time basis are eligible to apply for the bursary. The amount of the bursary will be prorated according to the number of courses being taken in relation to a full-time course load or the number of credits being taken in relation to credits for full-time students. It is the responsibility of the part-time student to provide the information on course load and credits in relation to a full-time course load. The guide for payment of bursary shall be an amount of \$500 per course per semester.

Students who are awarded a full-time bursary and reduce their course load to part-time during an academic year will continue to receive the full-time bursary amount for that year. They will be required to provide supporting evidence of their intentions for full- or part-time studies for the subsequent year. The bursary amount in subsequent years will be prorated according to the student's course load.

Bursary Committee

A bursary committee shall be formed for the purpose of selecting suitable candidates for receiving the bursary. The bursary committee shall also make decisions with respect to administration of the bursary for any matters not covered in the policy.

The bursary committee shall be comprised of representative from Health Services, Continuing Care, Council of Yukon First Nations & the Yukon Registered Nurses Association.

The committee shall choose a Chair from among their members.

Secretariat support will be provided from within Health and Social Services. The Secretariat provides administrative support but does not participate in committee decision-making.

Eligibility Criteria

Applicants are required to provide the following information in order to be eligible to receive the bursary:

- Proof of Canadian citizenship or landed immigrant status maintained throughout the period of the bursary.
- Proof of current or previous residency in the Yukon of at least 3 consecutive years within the last 5 years or of having received the Yukon Grant provided by the Yukon Department of Education.
- Copy of letter of acceptance into an approved Canadian baccalaureate nursing education program. This can be conditional pending final acceptance.
- Individuals who are presently in a baccalaureate nursing education program in Canada who meet eligibility criteria may apply for the bursary for the period remaining in their education.

Selection

From those applicants who are eligible, a maximum of four new students each year will be approved according to their ability to meet one or more of the following selection criteria. Applications that do not meet the bursary eligibility criteria or are incomplete will not be put forward to the committee for review. Only those applications that meet the necessary criteria will be scored. Applications are scored to a maximum of 20 points against the scoring criteria.

- Employment Experience – Maximum 5 points
- Volunteer Experience – Maximum 5 points
- Education Experience – Maximum 5 points
- Other Criteria – Maximum 5 points
 - Demonstrated commitment to contribute to the health & wellness of Yukoners upon their return to Yukon
 - Demonstrated leadership abilities
 - Demonstrated wellness/athletic abilities
 - Demonstrated First Nation cultural awareness
 - Yukon First Nation

Application

Complete applications must be received **on or before June 30th by 5:00 p.m.**

Applications shall include the following information:

1. Proof of Canadian citizenship or landed immigrant status maintained throughout the period of the bursary. (e.g. copy of birth certificate, passport or citizenship certificate to demonstrate Canadian citizenship).
2. Proof of Yukon residency for 3 consecutive years of the past 5 years. (verification of residency letter from Yukon Insured Health Services).
3. If applicable, a letter from the Yukon Department of Education indicating receipt of the Yukon Grant.
4. A letter of acceptance or proof of enrolment in a designated college or university including contact information. A letter of conditional acceptance may be submitted if final acceptance has not been received.
5. A detailed letter indicating intent to pursue basic baccalaureate education; indication of whether studies will be fulltime or part-time; and interest in and/or commitment to health care services through personal, employment, education and volunteer history. The letter should also show demonstrated intention / commitment to work in Yukon upon completion of your education.
6. A resume of personal, employment, education and volunteer experience. Reference names and contact information that can be used to verify experience should be included.
7. Yukon First Nations applicants who wish to have this factor considered in their selection must provide proof of First Nation citizenship. (i.e. copy of Certificate of Indian Status, verification from First Nation).

Incomplete applications will not be considered.

Complete applications with copies of all required documents, must be received at the following address on or before June 30th:

Nursing Education Bursary Committee
Department of Health and Social Services
Attn: Karla Scott
Box 2703 (H-22)
Whitehorse, Yukon Y1A 2C6

Applications may be delivered to:

Nursing Education Bursary Committee
Department of Health and Social Services
Attn: Karla Scott
101 Elliott Street
Whitehorse, Yukon

Decisions

The Bursary Committee will make their decisions by no later than September 30. Successful applicants will be notified in writing.

Successful applicants will be asked to provide their Social Insurance Number. The Department of Finance requires that you provide your Social Insurance Number (SIN) so that they will be able to issue payment and T4A slips for this bursary. This information is being collected under the authority of the (Federal) *Income Tax Act* and will be used solely for the issuing of T4A slips.

Applicants who are denied funding in one year may reapply in any subsequent year, and will be subject to the same eligibility/selection criteria.

A priority list will be compiled from the unsuccessful candidates who meet the bursary program requirements. In the event that a successful candidate decides not to accept, or becomes ineligible for the bursary, the next candidate will be given the opportunity to receive the bursary. This priority list will be valid for the current academic year. Decisions by the Bursary Committee are final. **There is no appeal process.**

Method of payment

Payment will be made directly to the student.

Once approved for a full- or part-time bursary, a student will be paid in full at the beginning of the academic year.

To receive payment for the second and subsequent years of study, a bursary recipient must submit confirmation that they are in good standing in their program and confirmation that they are continuing in the next sequential year of the program. We can accept transcripts from their program as indication of their good standing and a letter or record of registration or fee payment for the academic year as confirmation that they are continuing in the next year of their program. In all cases, it is fine to send or email copies of original documents. If they have completed their program or withdrawn from it, written notice must be provided.

Repayment

Bursary recipients who fail to achieve the required academic standard and/ or those who choose not to return for portions of the school year may be required to repay the amount of the bursary provided to them.