



Nuu-chah-nulth Tribal Council

AHOUSAHT
DITIDAHT
EHATTESAHT
HESQUIAHT
KA:'YU:'K'T'H'/CHE:'K'TLES7ET'H'

MOWACHAHT/MUCHALAHT
NUCHATLAHT
HUPACASATH
HUU-AY-AHT

TLA-O-QUI-AHT
TOQUAHT
TSESHAHT
UCHUCKLES AHT
UCLUELET

P.O. BOX 1383
PORT ALBERNI, BC V9Y 7M2
TELEPHONE: 250-724-5757
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APPEALING A POST-SECONDARY FUNDING DECISION

If a student's NTC P/S funding application is not approved, the student will be notified of the decision and reasons for the decision in writing.

Students have the right to appeal decisions made by the NTC Post-Secondary Department if their request for funding is denied or if there are extenuating circumstances regarding decisions pertaining to any of the terms and conditions within the policy.

Appeals are presented quarterly to an NTC Appeal Committee. Meeting dates for the committee are not established well in advance. While every effort is made to align appeal meetings with term/program start dates, the NTC cannot guarantee that any appeal will be heard prior to the commencement of studies in any given term.

The decision of the NTC Appeal Committee is final.

Precedence for Administrative Decisions

When an Appeal is requested where conditions/reasons for the appeal are very similar to a previous appeal that has been addressed at the committee level and where the previous appeal was approved, the Education Manager has the authority to approve the current appeal without a formal review at the committee level.

Deadline to Submit an Appeal

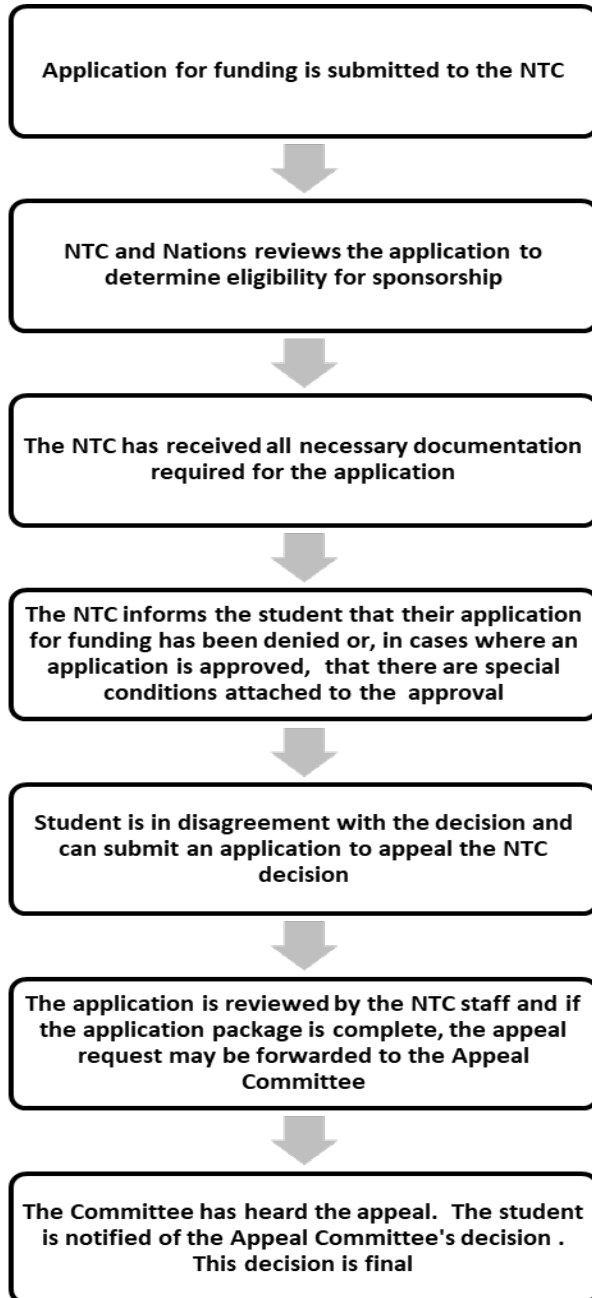
The deadline for students to request an appeal is 60 calendar days following the final decision (date on the correspondence) by the NTC Education Department. This request must be made to the NTC in writing using the Appeal Request Form in Appendix. In cases where the Nation in which the student is a member, does not support an application for appeal, the appeal will not be presented to the NTC.

Appeal Application Submission Requirements

The student must provide all of the following in the Post-Secondary Appeal package:

- a. The completed Appeal Request Form
- b. A letter to the NTC Manager of Education Services with details outlining the basis of the appeal, including reference to the Post-Secondary Policy Sections that apply to the case
- c. At least one letter of support from an individual who is not a family member
- d. A letter of support from the Nation

Appeal Process Flowchart:





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Nuu-chah-nulth Tribal Council Post-Secondary Appeal Application

In order to qualify for a P/S appeal with NTC, the student **must meet all of the following criteria:**

- Achieved a minimum grade of C (2.0 GPA) in 75% of previous courses taken.**
- NTC Post-Secondary Funding Application and additional information required was complete at time of decision.**
- Application was denied or funding suspended by the NTC.**

Please include the following with your application:

- Complete Appeal Application form**
- A letter detailing the basis of the appeal including reference to the NTC Post-Secondary Funding Policy Sections that apply to the case**
- At least one letter of support from someone who not a family member**
- A letter of support from your Nation**

*Use the above checklist to ensure the Appeal Application you are submitting is complete. Appeals cannot be reviewed until the Appeal Application is **complete.**

For Office Use Only:

Authority:

- Education Committee**
- Director of ETSD**

Decision:

- Appeal Approved**
- Appeal Partially Approved**
- Appeal Denied**

Notes Regarding Decision:



Nuu-chah-nulth Tribal Council

Application for Post Secondary Funding

Section A: Student Information			
Name:		Year of Studies (check one): <input type="checkbox"/> C/P <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	
First Nation:		<input type="checkbox"/> PDP <input type="checkbox"/> MA <input type="checkbox"/> PhD	
Student Type (check one): <input type="checkbox"/> NEW <input type="checkbox"/> CONTINUING <input type="checkbox"/> RETURNING		School Attendance will be (check one): <input type="checkbox"/> Part Time <input type="checkbox"/> Full Time	
Appeal Request Type: <input type="checkbox"/> Additional Funding Months <input type="checkbox"/> Probation <input type="checkbox"/> Funding Suspension <input type="checkbox"/> Other: _____		Appeal Request (list specifically what you are requesting as part of your appeal:	
Section B: Program Information			
School:		Location:	
Program Name:		Program Type (check one) <input type="checkbox"/> CERTIFICATE <input type="checkbox"/> DIPLOMA <input type="checkbox"/> DEGREE <input type="checkbox"/> OTHER	
Section C: Summary of Grades			
Please provide a summary below of all courses sponsored by NTC including grades received.			
Course Taken	Grade	Course Taken	Grade



Nuu-chah-nulth Tribal Council

Section D: Basis for Appeal

Please outline the reason you are not being granted Post Secondary Funding:

What is the basis of your appeal (ie. Special circumstances that lead to your current situation that don't fit current P/S policy)?

How will completing your education benefit you and your community?

Section E: Detailed Education Plan

Provide a detailed education plan for the remainder of your Post Secondary Studies including the number of terms needed and specific courses required to complete your diploma or degree.

I confirm that the above information provided is complete and accurate.

Student Signature

Date