

CAMBRIAN COLLEGE LEARNING ACCOUNT

Rules and Regulations

The Cambrian Learning Account provides individuals, in under-represented groups, with the opportunity to earn money by participating in Learning Account approved activities (workshops, presentations, dual credit courses etc.). The more activities one participates in, the more money is accumulated into their Cambrian Learning Account. Students can build their account throughout their elementary and secondary school years in order to be prepared for their entry to Cambrian College. Mature learners and upgrading students may also open and build their Learning Accounts.

Under-represented populations include first generation, aboriginal, low-income, individuals with permanent disabilities and youth identified at risk through the SCWI.

For the purpose of this program, the following definitions will apply:

First Generation: An individual whose parent(s)/guardian(s) has/have not attended a postsecondary institution. If a sibling of the student has attended a postsecondary institution but the parent(s)/guardian(s) have not, the student is still considered a First Generation student.

Aboriginal: An individual who is First Nation (status and non-status), Métis or Inuit

Low Income: Individuals with an annual gross income as defined by the Canada Study Grant income limits.

Permanent Disabilities: An individual who has been assessed with a functional limitation caused by a physical or mental impairment that restricts the ability of a person to perform the daily activities necessary to participate in studies while enrolled in what the institution considers to be a full course load for the period of study in question, which impairment is expected to remain with the person for the expected duration of the person's postsecondary studies

At-risk with SCWI: An individual currently registered in the Rainbow District School Board and the Sudbury Catholic District School Board, who is deemed to be at risk and eligible to register in a dual credit course or participate in a SCWI activity.

LEARNING ACCOUNT GUIDELINES

Participants will have the opportunity to earn up to a maximum of \$5,000 in their Learning Account. The account has no cash back value and is non-transferable to any other institution. Participants must register at Cambrian College in an approved program and must maintain what is considered to be full-time status throughout their studies. In addition, student must meet the academic promotion policy and be eligible to continue studying at Cambrian. Students who fail to meet the promotion requirements or who choose not to continue or register in an approved program, will not be eligible to access dollars in their Learning Account. Should a student be registered in two programs, participants can choose to access their account and apply dollars to all qualifying programs.

Dollars in the account will be remitted in the form of a bursary. Like other bursaries, any outstanding fees owed to Cambrian will be paid to the College and any balance will be remitted to the student.

DISTRIBUTION OF FUNDS

Funds accumulated in the Cambrian Learning Account will be distributed evenly over the length of the program. For example, a student registered in a 3-year program with \$5000.00 in their account, would be eligible to receive \$1333.33/per semester for the duration of their program. Students who have accumulated \$1000 or less in their Cambrian Learning Account will be eligible to receive the entire bursary over the first and second semesters in their first year of study. Individuals will be given the opportunity to determine the terms relating to remittance so as to mitigate any impact the bursary may have on their other funding sources.

PROGRAMS COVERED

Students may qualify for the Cambrian Learning Account program if the individual is in a full-time MTCU approved program delivered at Cambrian's Sudbury, Espanola and Little Current locations which matches one of the following categories:

- A postsecondary program;
- An adult training program (excluding upgrading);
- A post-graduate certificate; or
- A degree program

Programs delivered through partner institutions, apprenticeship programs, Continuing Education courses or certificate programs and any other courses or program activity for which the registrant is not required to pay a tuition fee, are excluded from this program.

STUDENT ELIGIBILITY REQUIREMENTS

- Students who are not enrolled at Cambrian College in programs covered by this program are eligible to open a Cambrian Learning Account.
- Students must apply for admission to the College through the regular admission process; no preferred admission status will apply.
- Students must be registered in a qualifying program in the semester/year for which the bursary is sought.
- The student status must be full-time after the deadline to withdraw without academic penalty/'W' grade.
- This program applies only to Canadian citizens or official permanent residents of Ontario.
- Students with a Learning Account, who apply to OSAP, will need to disclose this to OSAP.

- A student must maintain a semester grade point average that allows them to continue in their program of study. Should a student be exited from their program and decide to register in a different qualifying program, s/he will be eligible to continue to access their Learning Account.
- The maximum period of eligibility possible under this program is four (4) academic years or eight (8) semesters.
- Cambrian Learning Account members that receive other bursaries, or loans (such as OSAP), or a Canada Millennium Scholarship, remain eligible for this benefit.
- In accordance with the Income Tax Act, students will receive a T4a.

OPENING A CAMBRIAN LEARNING ACCOUNT

- Individuals interested in opening a Cambrian Learning Account can obtain an **application form** (Appendix A) online at www.cambriancollege.ca/mylearningaccount or by calling the Ask Me Centre at 705-566-8101. A parent/legal guardian will need to sign if the primary holder of the account is under the age of 17.
- Cambrian will review the application to determine if it is within the context of this program. Once that determination is made, the learning account will be established and confirmation will be sent to the applicant. An application is not a guarantee that a learning account will be approved and opened.
- Once the account is open, account holders simply need to register their participation in Learning Account approved activities by submitting a **Learning Account Approved Activity Registration Card** during the activity.

Withdrawal/Refund Policies

Normal withdrawal policies apply. Students, who have paid their fees using their learning account bursary, will not be eligible for a refund for the amount used to pay for their tuition. For example, a student applies \$1000.00 from their learning account and \$1000.00 from other means to pay for their fall semester tuition fees of \$2000.00. The student decides to withdraw in time for a refund. The student would be eligible for a refund of \$1000.00. The \$1000.00 learning account credit cannot be refunded.

College Policies

Upon admission into the College, all students contractually agree to be governed by the rules and regulations of the College. Nothing in this document is intended to override the responsibility of all registered students to respect the College's rules and regulations (including those relating to registration, academic progression, academic probation, academic suspension and disciplinary suspension).

The College reserves the right to limit access and/or to suspend the delivery of this program at any time.



Cambrian Learning Account

Application Form



Student First Name: _____

Student Last Name: _____

Address: _____

City: _____ Province: _____

Country: _____ Postal Code: _____

Date of Birth: / / Gender: Male Female
MM DD YYYY

Phone: (_____) _____

Email: _____

How would you prefer to be contacted: Phone Email

Name of School: _____

Please check all that apply:

- First Generation Aboriginal Person with a disability
 Low Income SCWI Not Sure

***If under the age of 17, please have your parent/legal guardian complete the section below.**

Parent/Guardian First Name: _____

Parent/Guardian Last Name: _____

Relation: Mother Father Guardian

Address: _____

City: _____ Province: _____

Country: _____ Postal Code: _____

Phone: (_____) _____

Email: _____

How would you prefer to be contacted: Phone Email