



POST-SECONDARY PROGRAM APPLICATION

September 2026

SUBMIT TO HFN Education Department 4644 Adelaide Street Port Alberni, BC V9Y 6N4 Phone: 250-723-0100 Email: education@huuayaht.org	APPLICATION TIMING Applications are accepted at any time for full-time, part-time, or individual courses. Apply well in advance of your anticipated start date. For full-time studies beginning in September, submission by June is recommended.
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OFFICE USE ONLY

Applicant status	Residency priority
☐ Continuing ☐ First-time ☐ Returning after hiatus	☐ BC - 12 months immediately preceding application ☐ Elsewhere in Canada ☐ Outside Canada

1. STUDENT APPLICANT INFORMATION

Legal name	
Preferred name (if different)	
Date of birth	
Mailing address	
City / Province / Postal Code	
Phone	
Email	
Alternate contact information (optional)	

Huu-ay-aht Citizenship

Are you a Huu-ay-aht citizen as defined by the Huu-ay-aht Citizenship and Treaty Enrolment Act? ☐ Yes ☐ No

Only eligible Huu-ay-aht citizens may receive sponsorship under this program.

Residency for funding priority

Have you resided in British Columbia for the 12 months immediately preceding this application? ☐ Yes ☐ No

Current community: _____ Province/Country: _____

2. EDUCATION, TRAINING & EMPLOYMENT HISTORY

Please provide enough information for HFN Education to understand your readiness for the proposed studies. Previous academic challenges do not, by themselves, prevent a positive assessment.

School / Institution / Training Provider	Dates	Program / Studies	Credential / Result

Attach transcripts or other records where required. If you have completed previous credentials, include them here even if they were not funded by HFN.

Previous HFN sponsorship

Have you previously received HFN post-secondary sponsorship? ☐ Yes ☐ No

If yes, identify program(s), institution(s), and approximate dates: _____

Employment and other relevant experience

Employer / Organization	Dates	Role / Activity	Relevant skills or experience

Please describe any other experience that demonstrates your readiness for this program. (Examples may include volunteering, community involvement, caregiving, cultural activities, mentorship, or other life experience.)

3. PROPOSED PROGRAM OF STUDY

Institution / Training Provider	
Student number (if assigned)	
Program name	
Credential / qualification sought	
Program start date	
Anticipated completion date	
Current year / level of program	
Delivery	☐ In person ☐ Online/distance ☐ Hybrid
Enrolment	☐ Full-time ☐ Part-time ☐ Individual course
Institution confirms full-time status?	☐ Yes ☐ No ☐ Not applicable / unknown

Program category (check all that apply)

- ☐ Certificate / Diploma ☐ Undergraduate Degree ☐ Graduate / Professional / Advanced Degree
☐ Doctoral Degree ☐ Skilled Trades / Apprenticeship / Applied Technology
☐ Adult Basic Education ☐ Upgrading / Post-Secondary Preparation
☐ Occupational / Workplace Training ☐ Short-term education/training ☐ Other: _____

Institution and location

Is this a private institution? ☐ Yes ☐ No

Is the program located outside British Columbia? ☐ Yes ☐ No

If yes to either question, is a comparable program available at a publicly funded post-secondary institution in BC? ☐ Yes ☐ No

☐ Unsure

Comparable BC program/institution, if known: _____

For the upcoming term or training period, list the courses, modules, apprenticeship level, or other components you plan to complete.

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4. EDUCATIONAL & CAREER GOALS

The following questions support the Approval Criteria used by HFN Education. Please answer in your own words. You may attach additional pages if needed.

A. What are your educational, employment, professional, or career goals, and how will this program help you achieve them?

B. What do you understand about the requirements of this program, and what have you done to prepare for successful completion?

C. How could the education, qualifications, knowledge, or skills from this program benefit Huu-ay-aht citizens or the Huu-ay-aht community?

D. How do you hope to use your education, knowledge, skills, or experience to contribute to Huu-ay-aht? *(Contribution may include employment, entrepreneurship, professional service, mentorship, volunteering, committees, cultural or language activities, community involvement, sharing expertise, or supporting other citizens.)*

5. STUDY SUPPORTS & ACCOMMODATIONS

HFN Education can work with students to identify supports that may assist with successful participation in studies. You do not need to disclose a diagnosis on this application.

Would you like to discuss any supports or accommodations with HFN Education?

☐ Yes ☐ No ☐ Maybe / I would like more information

If you wish, identify areas you would like to discuss (check all that apply):

☐ Academic/tutoring ☐ Accessibility/accommodation ☐ Financial ☐ Childcare/family
☐ Cultural/community connection ☐ Counselling/personal support ☐ Technology ☐ Transportation
☐ Other: _____

Optional: Is there anything you would like HFN Education to know about supports that would help you participate successfully in your program?

6. FUNDING REQUEST

Check the supports you are requesting. Approval is subject to the Post-Secondary Program Policy, reasonable documentation, available funding, and any applicable limits.

☐ Tuition and mandatory institutional fees	Estimated amount: \$ _____
☐ Registration / tuition deposit	Amount / due date: _____
☐ Student Living Allowance (full-time students)	☐ \$1,000 rate - no rent/regular housing contribution ☐ \$2,000 rate - paying rent/maintaining accommodation
☐ Urban Rental Supplement	Community: _____ ☐ Rental/tenancy agreement attached
☐ Dependent Supplement	Number of dependents claimed: _____
☐ Textbooks / required course materials	Estimated amount: \$ _____
☐ Childcare support	Estimated unmet cost: \$ _____
☐ Relocation assistance	Estimated amount: \$ _____
☐ Travel to and from school	☐ Transit ☐ Ferry ☐ Parking ☐ Mileage ☐ Other
☐ Required admission / program travel	Purpose / estimate: _____
☐ Housing security / damage deposit	Amount: \$ _____
☐ Required clothing / tools / equipment	Estimated amount: \$ _____
☐ Technology	☐ Hardware ☐ Software ☐ Internet-related equipment ☐ Other
☐ Exceptional educational costs	Type / estimate: _____

7. LIVING ARRANGEMENTS & DEPENDENTS

Complete this section if you are applying for a Student Living Allowance, Urban Rental Supplement, Dependent Supplement, housing deposit, relocation, childcare, or other support affected by your living arrangements.

Address while attending studies (if different)	
Community	
Living arrangement	☐ With parent/guardian/family/partner/other person ☐ Renting ☐ Own accommodation ☐ Other
Do you pay rent or make a regular financial contribution toward accommodation?	☐ Yes ☐ No
Monthly rent / housing contribution	\$
High-cost rental community supplement requested?	☐ Yes ☐ No

Dependents

A dependent may include a child, spouse or partner, adult family member, Elder, or another person who is substantially dependent upon you for financial support. HFN Education may request reasonable documentation of that financial responsibility.

Name	Relationship	Age (if applicable)	Nature of financial responsibility

8. DOCUMENT CHECKLIST

Provide documents that apply to your application. HFN Education may request additional information where reasonably required.

- ☐ Acceptance/admission letter (new students, when available)
- ☐ Registration/enrolment details and course or program schedule
- ☐ Most recent grades/transcript or other progress confirmation (continuing/returning students)
- ☐ Tuition and mandatory fee information / institutional invoice
- ☐ Rental or tenancy agreement (required for Urban Rental Supplement; may be requested for Living Allowance/housing deposit)
- ☐ Documentation of required textbooks, materials, clothing, tools, equipment, technology, travel, or exceptional costs
- ☐ Documentation of financial responsibility for dependents, if requested
- ☐ Confirmation of approved accommodation or reduced course load, if applicable (detailed diagnosis normally not required)
- ☐ Other documentation requested by HFN Education: _____

9. DECLARATION, CONSENT & STUDENT RESPONSIBILITIES

By signing this application, I confirm that the information I have provided is complete and accurate to the best of my knowledge. I understand that I must advise HFN Education of significant changes that may affect my eligibility or the amount of support I receive, including changes to enrolment, course load, program, living arrangements, dependents, or other relevant circumstances.

I understand that knowingly providing false or misleading information, or failing to disclose a significant change in order to receive funding for which I am not eligible, may result in repayment and may be considered in future sponsorship decisions.

While receiving sponsorship, I agree to:

- remain enrolled and participate in my approved program of study;
- provide final grades or a transcript after each regular academic term, or another form of institutional progress confirmation where regular grades are not issued;
- respond to reasonable requests from HFN Education for information needed to confirm continued eligibility and academic progress;
- contact HFN Education promptly if I am considering withdrawing from a course or program, changing programs, or pausing my studies;
- notify HFN Education if I experience academic or other difficulties so that available supports can be considered; and
- use approved sponsorship for its intended educational purpose and return or credit refundable amounts to HFN where required.

I understand that approval of an eligible application is not guaranteed and remains subject to the Post-Secondary Program Policy, the Approval Criteria, Funding Priorities, Limits of Assistance, and available Post-Secondary Program funding.

Student signature	Date

Privacy notice

Personal information collected in this application is collected and protected under the Huu-ay-aht First Nations Freedom of Information and Protection of Privacy Act and will be used for administering and determining eligibility for the HFN Post-Secondary Program. Questions about the collection, use, or protection of personal information may be directed to the HFN Law Clerk at 250-723-0100 or lawclerk@huuayaht.org.

OFFICE USE ONLY - APPLICATION ASSESSMENT

Assessment criteria are scored 0-3 each, for a maximum of 12 points. The assessment score does not create an automatic entitlement to sponsorship and does not override the sequential Funding Priorities.

Approval Criterion	Score (0-3)	Evidence / rationale	Notes / follow-up
Past academic and employment record / readiness			
Commitment to program of studies and stated goals			
Value of education or training to Huu-ay-aht community			
Commitment to contribute knowledge and skills to Huu-ay-aht community			
TOTAL	___ / 12		

Overall assessment guidance: 8-12 points normally indicates a positive assessment; 6-7 points may be considered where circumstances support approval; fewer than 6 points will normally not be approved.

FUNDING PRIORITIES

1. Residency	☐ BC resident for preceding 12 months ☐ Elsewhere in Canada ☐ Outside Canada
2. Student status / performance	☐ Continuing student making satisfactory progress ☐ First-time applicant ☐ Returning after hiatus
Funding available?	☐ Yes ☐ No ☐ Partial / conditions
Decision	☐ Approved ☐ Approved with conditions ☐ Not approved ☐ More information required
Approved funding / conditions	
Decision rationale / record	
Assessed by	
Date	

FIRST-TIME APPLICANT INTAKE

First-time applicants will normally meet with HFN Education before sponsorship approval. Use this space to record key discussion points.

Educational, employment and career goals; program fit and requirements; previous experience; financial supports; academic/family/accessibility/cultural supports; connection with Huu-ay-aht; and longer-term contribution interests.