

Sponsorship

Levels of Sponsorship

University and College Preparation (UCEP):

Eligible sponsorship months: 10 months maximum
Eligible books and supplies allowance: \$500 per year

Level 1 - Certificate or Diploma:

Eligible sponsorship months: 8 months maximum: Certificate
16 months maximum: Diploma
Eligible books and supplies allowance: \$600 per year

Note: If a student was enrolled in a Level 1 (diploma) program and transfers into a Level 2 (degree) program, their Level 1 diploma months will be transferred to Level 2 degree months if these courses are now being applied to the degree.

Level 2 - Undergraduate Degree:

Eligible sponsorship months: 32 months maximum
Eligible books and supplies allowance: \$800 per year

Notes: Students enrolled in this level may be assisted up to one additional academic year if such an extension is approved in writing by the student's institution's Dean or Program Head.

Level 2 After-Degree:

Eligible sponsorship months: 16 months maximum
Eligible books and supplies allowance: \$800 per year

Notes: Only the following after-degree programs are eligible for sponsorship:

- a) Education
- b) Law
- c) Bachelor of Science in Nursing

Level 3 - Professional Degree (i.e. MD)

Eligible sponsorship months: 16 months maximum
Eligible books and supplies allowance: \$700 per year

- Master Degree

Eligible sponsorship months: 16 months maximum
Eligible books and supplies allowance: \$700 per year

- * Books and supplies allowance may differ if registered in a *thesis-based* program.
- * If taking a course-based or combination thesis/course-based program, you must be in three courses, with your thesis counting as one course, to be eligible for a monthly living allowance.
- * If taking a thesis-based program, you will only be eligible for part-time sponsorship (no monthly living allowance)
- * For **full-time** students, if your program is longer than 16 months, a letter from your Department Head will be required with your **first** application for the program. The letter must state how many *months* a student in good standing should take to complete the program, *when registered as a full-time student*. This will be the number of months you **may** be considered eligible to receive a monthly living allowance for.
- * For **part-time** students, a letter from your Department Head will be required with your **first** application for the program. The letter must state how many *terms* a student in good standing should take to complete the program, *when registered as a part-time student*. This will be the number of terms you **may** be considered eligible to receive tuition sponsorship for.

Level 4 - PhD Degree

Eligible sponsorship months: 5 years (**tuition support only**)
 Eligible supplies allowance: \$25 per term

*Books and supplies allowance may differ if registered in a thesis-based program.

Note: If you are unable to determine your Level of Sponsorship, contact a Funding Officer. You may still be eligible!

Important Information about Sponsorship

- FFWS will determine how many courses per term are considered full-time for your program, to be eligible to receive a monthly living allowance. Check with your funding officer if you are unsure if you are considered a full- or part-time sponsored student.
- All students receiving full-time sponsorship should be attending **in class** courses.
- Courses taken online are eligible for tuition and books sponsorship only (no monthly living allowance).
- Students are only eligible to complete **one** program at each level of sponsorship, even if never funded by FFWS before.
- Students are eligible to receive sponsorship for only **one** program at a time. This means that Combined Bachelor Degree programs (completion of two degrees at the same time), for example, are ineligible.

- Students who have completed a Level 2 program, with or without support from FFWS, are ineligible for Level 1 program support.
- Students who have completed a Level 3 program, with or without support from FFWS, are ineligible for Level 1 and/or Level 2 program support.
- Students registered in Level 3 programs may not be eligible to receive a monthly living allowance, depending on the content of their programs, as decided by FFWS.
- Part time students are eligible to receive support for tuition, books and supplies only.
- Students who have **not** completed their program but have utilized the maximum number of full-time sponsorship months available at their Level of Sponsorship, will be eligible to receive part time sponsorship only (tuition, books and supplies but no living allowance) for the remainder of their program.
- Students must reapply for sponsorship each academic year.
- FFWS does not pay for repeated courses previously paid for by FFWS. If you choose to take a repeat course and pay for it on your own, this course will **not** count toward your full-time status.
- FFWS does not pay for audited courses. These courses may not be counted toward a full-time course load.
- FFWS will only pay for the courses that go toward the program you are being funded for. If you choose to take any extra classes that do not go toward your program, you will be responsible for payment directly to your institution.
- FFWS will only pay tuition up to a specific number of credits for each level of sponsorship (i.e. 30 credits for a Certificate, 60 credits for a Diploma, 120 credits for a Degree, etc.). Therefore, if you switch programs but stay in the same level of sponsorship, you may not have all of your tuition paid for by FFWS.
- Students who do not take all of their courses in a term at the same time, as part of a staggered/module-based course load, may **not** be eligible for full-time sponsorship only.
- Students who withdraw from a course(s) must ensure they maintain a full-time course load for the entire designated sponsorship period to continue receiving a living allowance.
- Students who have withdrawn from a funded course for which FFWS does not receive reimbursement, full or partial, from the educational institution, will be placed into an overpayment for all monies that FFWS paid for that course. Students will have to immediately make a full repayment to FFWS to remain eligible for future sponsorship.
- Students who choose to withdraw from their program of studies, or who have been withdrawn from their program of studies by their faculty or institution will be required to sit out for one year with FFWS. When the student re-applies they will return as Priority 10. If and when a Priority 10 student is being considered for sponsorship, the student may be required to meet with a review

panel to discuss their application for funding. The review panel will consist of the funding officer handling the application, the program supervisor, and possibly an FFWS board member.

- FFWS will review the academic progress of **all** students at the end of each term throughout their sponsorship period. FFWS reserves the right to cancel sponsorship if good academic standing is not maintained. A grade of failure, failure withdrawal, and /or withdrawal for **all** courses in a student's first term (i.e. Fall), will result in an **immediate cancellation of sponsorship** for the second term (i.e. Winter), regardless of the original sponsorship approval terms. An overpayment for any deposits made for the second term, including tuition, will be assessed.
- Students who require sponsorship letters regarding their funding, for the purpose of scholarship application, housing, etc., may be written following submission of a signed request by the student. Letters will take 2-3 days to process.
- Students will not be reimbursed for costs incurred while not receiving sponsorship from FFWS (i.e. previous years of education). FFWS does not provide retroactive funding.
- Due to Finance Department deadlines, students whose applications are approved late may not receive monthly living allowance deposits, retroactively, for months prior to approval.