

# New Brunswick Youth in Care Scholarship

Like we mentioned previously, we have launched a new pilot program to support eligible New Brunswick youth who are currently or were formerly in care, by covering the tuition and mandatory fees for their post-secondary studies.

**We thank you for your help with the 'Assessment Phase' and are happy to say:  
If you are receiving this information, it means one of your students  
has been conditionally selected to receive the scholarship.**

## Here is what you need to know about The Disbursement Phase

**A student enrolled at your institution, has been conditionally selected\* to receive the scholarship.**

See the definitions on page 2.

Here are the last requirements to receive that student's tuition and mandatory fee on their behalf.

- 1- As mentioned at the end of the assessment phase, with this confirmation email, **you can mark in your system** that The NBCC Foundation will be covering this student's tuition and mandatory fees in 1 payment for the fall term and 1 payment for the winter term.

This way, the student has nothing to do regarding the payment of his tuition and mandatory fees.

**The timeline for the disbursement of the scholarship to the institution is within 10 business days AFTER the 'last day of tuition reimbursement'\* of said institution for each term.**

- 2- Between the day you received this email and the date of the last day of tuition reimbursement for each term, **we will need two invoices from your institution.** These invoices need to be 1 for each term, in the total amount of the student's tuition and mandatory fee PER TERM. It can be invoiced to The NBCC Foundation Inc.

\*For the **institution with rolling admissions**, with no separate terms in the study program, please send two invoices with half of the full-tuition amount and mandatory fees for the year on each invoice.

On or with the invoices please **provide the preferred method of payment and information required to do so.** We can send payment via EFT, e-transfer (interact) and PayPal. If these methods are not sufficient, please contact us to discuss options.

### **In Summary...**

Please **send the 2 invoices + date** of last day of tuition reimbursement + preferred **method of payment** and information required to do so via email to [claudette.gallant@ccnb.ca](mailto:claudette.gallant@ccnb.ca).

- 3- A little before the disbursement timeline mentioned above, The Foundation will reach out to your institution via email to confirm that the students have started and/or is still 'in class.'
- 4- With the confirmation from #4, following the disbursement timeline, The Foundation will send your institution the scholarship for the first term per your first invoice. Please apply the payment to the student's tuition and mandatory fees as agreed.

**\*If, for any reason, a REIMBURSEMENT must be done: the money shall be sent back to The NBCC Foundation and NOT be given to the student. You can contact us on methods available to return the payment.**

- 5- Your institution is responsible for providing the student with a T4A. You can follow your institution's policy for distribution to the student.

***\*If the T4A policy of your institution doesn't allow you to produce the T4A, please advise us at the NBCC Foundation as soon as possible. Special measures will be arranged.***

## Definitions

**Conditionally selected:** The condition in this case is that the student is still enrolled and in class.

**Last day of tuition reimbursement:** date of the last day that a student can withdraw from their study program and receive a full or partial tuition and/or fee reimbursement.

**Institution with rolling admissions** is a post-secondary institution where you can start your program in any month of the year i.e., the institution offers enrollment throughout the year and is not tied to traditional semesters.

We also consider as rolling *admissions institutions* those that have a semester, module, block, etc., structure different from the traditional fall and winter semesters.

**In class:** The student must maintain enrollment and be engaged in their academic program to remain eligible for the scholarship.

## TheNBCCfoundationInc.ca

Please visit our website to consult the **Frequently Asked Questions rubric** and much more.

You can use the [F-0320 link](#) at the bottom of the homepage or the one on the right-hand side or navigate to the students' roll down menu and select the New Brunswick Youth in Care Scholarship (F-0320).

There you can also navigate to the [specific information for the guidance office, counsellors, registrars and other post-secondary institution staff](#). You can also see the application and much more.



The NBCC Foundation Inc.  
*Support Achievement!*

