OZIJA THIHA EDUCATION TRUST ("OTET")
SCHOLARSHIP AND AWARD SELECTION CRITERIA & ADMINISTRATIVE PROCEDURES

POLICY OTET-002

Title: **Scholarship Selection Criteria & Administrative Procedures**

Overview: The Ozîja Thiha Education Trust ("OLET") sponsors a scholarship program for qualifying Bearspaw First Nation students. This policy describes the selection criteria and administrative procedures that apply to the OTET Scholarship and Award Program.

Background: The Ozîja Thiha Education Trust is a legally formed independent trust established by Bearspaw Chief and Council in 2022 to assist and recognize qualifying Bearspaw students financially through incentives, scholarships and award programs.

The purpose and mission of the Ozîja Thiha Education Trust is to assist and encourage in the education development of the human resources of the Bearspaw First Nation with the view for members to successfully complete their education at the grade school level and at the upgrading, college and university level to obtain a profession, occupation or skill that will benefit themselves and in turn Bearspaw First Nation as a whole.

The Ozîja Thiha Education Trust has its own funds and funds solicited through corporations, private individuals and groups for specific awards and scholarships. The Board of Trustees is responsible for the administration and awarding all of these particular scholarships and awards. The Board make decisions based on eligibility requirements and other factors in the selection of Bearspaw First Nation students who may apply for scholarships and awards.

Selection criteria and procedures for the program are described below:

Level **FOR BEARSPAW GRADE SCHOOL STUDENTS (NON-POST-SECONDARY)**

Award
Eligibility Requirements:

a. Each student shall be a registered student attending an accredited school
b. All students must be a member of the Bearspaw First Nation

Level **FOR BEARSPAW POST-SECONDARY STUDENTS**

Scholarship
Eligibility Requirements:

a. Educational Experience. Each applicant must be a graduate of a high school and/or enrolled in a full time, accredited post secondary institution.

b. Minimum Grades. Each applicant must have earned a cumulative grade point average of 2.5. Each applicant must provide a certified or other official transcript as evidence of these grade requirements, or cause his or her school to directly provide such transcripts to the OTET.

c. College Attendance. The applicant must be registered to attend an accredited post-secondary institution (defined below), and must actually do so during the proceeding academic year (when scholarships will be paid).

d. Completion of Application. The applicant must complete the entire application required by the OTET, including providing all documentation requested in the application or otherwise requested by the OTET.

e. Conflict of Interest. Any trustee with a direct family relationship with an applicant must recuse himself or herself from the review process and will abstain with their vote in relation to the specific individual applicant.

f. Membership. All applicants must appear on the membership list controlled by the Bearspaw First Nation.

Selection Criteria: The Ozîja Thiha Education Trust Board of Trustees is responsible for selecting scholarship and awards recipients from all eligible applicants. The Board of Trustees shall base its selection of scholarship and award recipients on the following:

a. Eligibility. Each scholarship and award recipient shall meet all eligibility requirements described above and in the application forms for specific scholarships and awards.

b. Limits and Expiration of Eligibility. The OTET Scholarships and Awards have limits to how students can receive the scholarship or Award payment based on the limits listed below.
    a. Expiration of Eligibility (withdrawal due to illness, withdrawal from school)
    b. One (1) Year Eligibility Limit – no exceptions. No Scholarship or Award will be provided by OTET to a student with a graduation or completion date of more than one (1) calendar year from the time of the submission.

c. Objective and Non-discriminatory Selection Procedure. The Board shall select scholarship and award recipients who, in the reasoned view of the Trustees are the most deserving based upon the objective criteria described below. The Trustees shall select scholarship and award recipients on an objective and non-discriminatory basis, without regard to gender or any other factor.

d. Applicant Interviews. The Trustees may, but is not required, to interview scholarship and award applicants, and may require candidates to submit written materials on matters relevant to the Board.

e. Objective Criteria. The Trustees may consider the following objective criteria in selecting scholarship and award recipients:

i. Prior academic performance:

ii. Performance on tests designed to measure ability and aptitude for college and university work, such as the ACT and SAT examinations;

iii. Participation in school, extracurricular, athletic, and community activities;

iv. Participation in Stoney Nakoda/Sioux cultural activities;

v. Recommendations from teachers, professors, Bearspaw members and or Elders in the community;

vi. Conclusions that the Trustees members draw from a personal knowledge, interview, or written material submitted in the application process that demonstrate the applicant's motivation, character, ability, and potential; and

vii. Financial need, with an emphasis toward providing scholarships and awards to students with financial need, but to whom other need-based assistance is unavailable or insufficient.

f. Scholarships/Awards. All scholarship awards are provided to students for meeting achievement goals such as graduation. All awards are provided at the discretion of the Board of Trustees. See Schedule A for details on amounts.

g. Confirmation of Enrolment. All scholarship recipients must provide OTET with a signed letter of Confirmation of Enrolment from their post-secondary institution before any payment can be made to the student. No exceptions.

h. Previous OTET Scholarship Recipients. Eligible Bearspaw students can only receive one (1) OTET scholarship per year. For example, those receiving a scholarship for the Fall Semester cannot apply again for the Winter Semester. No exceptions.

The OTET Trustees shall apply the criteria in a reasonable and objective manner. However, the Board of Trustees are not required to place the same weight upon each criteria for each candidate, and need not determine that all criteria exist for each candidate or students. All decisions are final.

FOR BEARSPAW POST-SECONDARY STUDENTS

General Administrative Requirements for OTET Scholarships:

"Qualifying Institution" means a vocational school, college, or university that has membership in national associations such as the Association of Universities and Colleges of Canada (AUCC) and / or the Western Association of Schools and Colleges (WASC).Since post-secondary education falls under provincial rather than federal, jurisdiction, Quality Assurance Practices for Post –Secondary Institutions in Canada by CICIC shall serve as the standard for quality assurance and accreditation for post-secondary institutions.

NOTE: Most public 4-year colleges and universities and 2-year vocational schools or community colleges meet these requirements, if they maintain a regular curriculum and schedule of classes.

Scholarship Amount and Number of Scholarships. The number and amount of the OTET Scholarships granted, will be determined by the of the Board of Trustees in its sole discretion with the funds allocated and available. Scholarships provided from outside donors generally have set amounts and specific guidelines attached to them.

Direct Payment of Scholarships. All scholarship recipients shall be paid directly or if directed, to the accredited Institution in which the scholarship recipient is enrolled on the scholarship recipient's behalf.

Attendance. All scholarship recipients must notify the OTET in writing if they withdraw from their full-time studies for any reason.

Refund of Unused Scholarships. Any scholarship funds not used for the stated purpose, or obtained fraudulently shall be refunded to OLETF. If the terms of a scholarship are violated, the OTET shall use reasonable efforts to recover any scholarship inappropriately obtained, consistent with Canadian law. Students may be disqualified from receiving any additional scholarships, incentives or awards from OTET.

Use of Scholarship. Scholarship funds shall be used to financially assist the selected Bearspaw student to offset costs associated with their full-time education.

Maintenance of Records. The OTET maintains all records pertaining to scholarships and awards applied for and paid out to students. These records shall include, at a minimum:(a) all information the OTET obtains to evaluate qualifications of applicants,(b) the amount and purpose of each scholarship or award, (c) all information identifying applicants, including information regarding their relationship to OTET officers and directors, (d) all information in relation to the source of outside donations for scholarships, and (e) any information the OTET obtains to determine whether a scholarship or award recipient is eligible or not for additional scholarships, incentives and awards.

Policy Title: Scholarship and Award Selection Criteria & Administrative Procedures

Policy Number: OTET-OO2

Review Frequency: Every 2 years, or earlier if needed

Approval Date: October 28, 2026

Implementation Date: October 28, 2026

Authority: Bearspaw Education Trust Fund – Trust Deed 2022

Scope: This Policy applies to Scholarship and Award Selection and Administrative Procedures

Responsible Division: OTET Board of Trustees Scholarship and Award Selection in accordance with this policy.

Superseding Effect: This Policy supersedes all previous policies and memoranda concerning the subject matter. Only the Board of Trustees may authorize exceptions to this policy.

SCHEDULE A

OZÎJA THIHA EDUCATION TRUST ("OTET")
SCHOLARSHIP AND AWARD SELECTION CRITERIA & ADMINISTRATIVE PROCEDURES

Approved Graduation Award amounts as at October 28, 2026.

LEVEL OF EDUCATION	OTET GRADUATION AWARD AMOUNT *
UNIVERSITY	
Post-Graduate Doctorate Degree	$ 7,500
Graduate Master's Degree	$ 5,000
Undergraduate Bachelor's Degree	$ 4,000
Post-Graduate Certificate	$ 2,000
Under-Graduate Certificate	$ 1,500
COLLEGE	
Diploma	$ 2,000
Certificate	$ 1,000
TRADES	$ 750
SPECIAL EDUCATION PROGRAMS (accredited)	$ 500
HIGH SCHOOL – Grade 12	$ 500
HIGH SCHOOL – Grade 9	$ 250

*All amounts are subject to change due to budget and the number of applications