

Educational Assistance Fund Frequently Asked Questions (FAQ)

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| <p>1. Where do the monies from the Educational Assistance Fund come from?</p> | <p>The Fund is a negotiated article in the Nurses, Part III and Nurse Managers/Supervisors Bargaining Units and administered through the Educational Assistance Committee. *** The monies come from the Employer***</p> |
| <p>2. Who are the members on the Educational Assistance Committee?</p> | <p>The Educational Assistance committee consists of the NBNU Vice-President, Part III Unit Representative, a second representative from the Part III Bargaining Committee, the Community Care Unit Representative and Nurse Managers/Supervisors Unit representative, as well as five appointed representatives from government and the employers.</p> |
| <p>3. What is the amount in the Fund?</p> | <p>The Fund is a negotiated contract agreement currently at \$500,000 for each fiscal year. Funds that are not disbursed cannot be carried over to the following year but are returned to the government.</p> |
| <p>4. Does the Fund pay for the NCLEX Exams or Nurse Practitioners Exams?</p> | <p>No, the Fund does not pay for entry to practice exams. The Fund, does however, pay for courses, books, electronic materials, training session(s) or other materials used to prepare for these exams.</p> |
| <p>5. Does the Fund pay for CNA Certification Exams, Recertification and Mental Health Certificates?</p> | <p>Yes. However, members must pay the exam fee the year before they actually write the exam. Be mindful when submitting your application to respect the deadline dates. Note, scholarships will be deducted.</p> |
| <p>6. Is a nurse responsible to declare if they received grants and/or bursary(ies) from other sources for the course, program, workshop, etc she is submitting to be approved for?</p> | <p>Yes, the nurse is responsible to answer the question on the form that asks: "Are you receiving financial assistance from other sources?" Please give details of when this assistance begins and ends.</p> |
| <p>7. Receipt(s) submitted in US Funds (USD)?</p> | <p>Receipts for courses, workshops, books, etc submitted to the Committee in USD that do not include proof of the CAD amount that was paid, or if no proof of CAD amount is submitted, will be paid in CAD dollars. The amount paid is not subject to appeal</p> |
| <p>8. Is a "Proof of Registration" form from Athabasca University an official receipt?</p> | <p>Yes. The "Proof of Registration" form is not sent to the students until the fees are paid. Athabasca also has a receipt showing tuition paid but students must request this form separately.</p> |
| <p>9. Does the Fund pay for courses offered/required by the Employer? (i.e. ACLS)</p> | <p>No. Courses offered/required by the employer for employment should be paid for by the employer. *Employer offered courses (ACLS) can be covered for nurses not working in critical care areas, but demonstrate initiative to advance their practice in that setting.*</p> |
| <p>10. Does the Fund pay for the NB Critical Care course?</p> | <p>No. This course is put on by the Province as part of their recruitment and retention initiative and funding was supposed to be provided for it.</p> |

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| <p>11. Does the Fund pay for any course nurses may be taking?</p> | <p>No. Courses should be applicable to furthering their nursing practice. For example, an MBA degree or Theology degree have been deemed not applicable whereas a footcare course or a course in therapeutic touch, have been deemed applicable.</p> |
| <p>12. Can nurses save up all of their receipts and submit them all at once?</p> | <p>No. The Committee operates and disburses funds only on a fiscal year basis. That is, courses can be considered only if the person was taking them in the period of time from April 1st to March 31st.</p> |
| <p>13. Can nurses just submit their receipts whenever they get around to it?</p> | <p>No. The Committee has four meetings per year (January, April, July and October). Applications for consideration at the January meeting must be received by November 28, the April meeting deadline is February 28, the July meeting deadline is May 28 and the October meeting deadline is August 28. Applications must be in the office by the respected deadlines or the applications will be held until the next meeting if it respects the Fiscal year. Courses, workshops, conferences, etc must begin and/or end in the fiscal year which the applicant is applying. (April 1 – March 31 is the Fiscal year.)</p> |
| <p>14. How much can be awarded to any one member?</p> | <p>At present, applications are reviewed first for those members who have received less than \$5000. The guidelines also reflect that the maximum amount awarded to any applicant in one meeting is \$5,000.</p> |
| <p>15. Does the Committee accept electronic receipts (email, fax, statement of account)</p> | <p>Yes. Receipts must be attached and correspond to the amount requested.</p> |
| <p>16. Does the Committee accept electronic course related/required apps, ebook, etc?</p> | <p>Yes, provided the applicant explains the relevance to the course.</p> |