

STUDENTS' ASSOCIATION TUITION WAIVER POLICY

Policy Section & Number:	TBD	Effective Date:	July 1, 2023
Policy Owner:	Vice President Academic & Student Experience	Last Revised:	February 13, 2023
Policy Administrator:	Associate Vice President Student Experience & Registrar	Review Scheduled:	Every 4 Years
Approver:	[Determined by Executive or Legislative Compliance]		
<i>The official controlled version of this document is held with the Policy & Procedure Coordinator.</i>			

A. POLICY STATEMENT

This policy is to provide a clear outline of Keyano College’s support of student participation on the Students' Association of Keyano College (SAKC) executive, specifically the President and Vice-President positions. The College will provide a tuition waiver in each eligible term to SAKC President and Vice-Presidents provided they receive a passing grade point average as defined below and carry out their responsibilities as outlined in the SAKC Constitution and Bylaws. This Policy supersedes all previous Memorandums of Understanding.

1. Guiding Principles

- 1.1 The tuition fee waiver for each Fall and Winter term may be applied to a President or Vice-President member of the SAKC executive student’s account provided that they meet the following requirements:
 - a. Completes their term of office each semester. A member will not be eligible for a waiver if they start their term of office after mid-semester.
 - b. Carries out their responsibilities as per the SAKC Constitution and Bylaws.
 - c. Pays all associated Student Association fees.
 - d. Maintains a passing grade in each course and a minimum program GPA required to maintain good academic standing for the term as outlined in the Keyano College Credit Calendar.
 - e. Remains in good non-academic standing.
 - f. The members of the Students' Association executive is defined by their bylaws.
 - g. All Student Association executives who meet the requirements for a tuition waiver will receive a waiver at the domestic tuition rate.

B. DEFINITIONS

- (1) **College:** means Keyano College.
- (2) **Executive Member:** means an elected student leaders who represent and advocate for all Keyano students.
- (3) **Grade Point Average:** Means a calculation indicating a student's academic achievement at the college, calculated as the total number of grade points received over a given period divided by the total number of credits awarded.
- (4) **Policy:** means the Students' Association Keyano College Tuition Waiver Policy.
- Term Grade Point Average:** means a term GPA is a weighted grade point average for a term or semester of study. This term weighted average is calculated by taking the sum of the grade points received during the term and dividing by the number of credits completed in the term.

C. RELATED POLICIES

- Grading Policy for Credit Programs
- Tuition Waiver Policy

D. RELATED LEGISLATION

- Post-secondary Learning Act

E. RELATED DOCUMENTS

- Students' Association Tuition Waiver Procedure

F. REVISION HISTORY

Date (mm/dd/yyyy)	Description of Change	Sections	Person who Entered Revision (Position Title)	Person who Authorized Revision (Position Title)
(02/13/2023)	Updated format, updated content	All	Associate Vice President Student Experience & Registrar	Vice President Academic & Student Experience