

One at a Time Stipend Program Overview

In partnership with CEWIL Canada, the College of the North Atlantic is pleased to announce that we have been awarded funding to administer the *One at a Time: Reducing Barriers to Work-Integrated Learning* Stipend Program. This program will offer a one-time, lump sum stipend of \$1000.00 for Canadian students at the College of the North Atlantic who are participating in an **unpaid** work-integrated learning (WIL) (work experience, field placement, work exposure, applied research, community service) course during the 2024 Spring/Summer or Fall semesters

Application Deadlines:

Intake of applications for WIL experiences during the spring/summer semester will open in early June, and **close August 9.**

In-take of applications for WIL experiences during the fall semester will open in early September and **close December 5.**

Eligibility:

Students from any program at the College and from any campus who:

- Enrolled in a WIL course that is a requirement to graduate
- Canadian student or newcomer to Canada (International Students do not qualify)
- Willing to complete an application form
- Have an eligible employer/community partner willing to complete the Partner Survey

Employer/Community Partner eligibility requirements include:

- Canadian community or industry partner – if the partnership is with an international community or industry partner, the partner must have a Canadian office; otherwise, the partnership does not qualify.
- For the purposes of entrepreneurial WIL, industry and community partners can include guest speakers, student mentors and community or industry partners judging pitch competitions, etc.
- Municipal, provincial, and federal entities can **NOT** be considered partners. This includes post-secondary institutions.
- Organizations for which you are paying for a service (i.e., software or training) are typically not considered as eligible partners in a WIL experience.

IMPORTANT: Please take note that the employer / community partner eligibility requirements are new for the 2024 year. If your employer partner would be considered ineligible, please contact wil@cna.nl.ca

Application Process:

1. Students will complete the **application form** and return to the Project Coordinator at wil@cna.nl.ca.
2. Project Coordinator will confirm course enrollment and contact the student's WIL partner to complete their survey
3. Once Verified, the student will be sent a project letter
4. Once confirmed, the stipend will be issued. Please note, this could take up to 6 weeks, some students may be completed their WIL experience before they receive payment.



One at a Time Stipend Program

Frequently Asked Questions

For students

1. What is Work Integrated Learning, and what types of experiences are eligible under this program?

Work Integrated Learning is WIL is a form of curricular experiential education that formally integrates a students' academic studies with quality experiences within a workplace or practice setting. For a WIL experience to be considered for this program it must include a student, an academic requirement that is evaluated, and a host partner – this program also requires the experience to be unpaid. Examples of WIL could include work experience, field placement, work exposure, applied research project, or community service project.

2. My spring / summer WIL experience was already completed before the application period began; can I still apply?

Yes! Students who have completed a WIL experience that started on or after April 29th, and finished on or before August 30th are eligible during the spring/summer period. Please be mindful of the application deadlines.

3. Last year, this program was a tiered system – why is it different this year?

Through feedback collected during the program last year, we determined that the length of the WIL experience does not directly correlate with the financial barriers experienced by our students. For this reason, we have decided to make the stipend an equal amount of \$1000.00 for all eligible students, regardless of the length of the WIL experience.

4. I have submitted all required documents, when will I get paid?

Based on account payable timelines, student should expect their stipend within 6 weeks of the start of their placement. In some cases, the student will be finished before they receive their stipend.

5. How will I get paid?

Information about how you will receive your payment will be relayed to you once your application has been approved.

6. I don't think that my employer partner is eligible, what can I do?

We will make every effort to work with your faculty and program to explore alternative WIL options with an employer partner that IS eligible. For example, there may be an opportunity to complete a research project, or



some community service as part of a different course! This program aims to encourage us to get creative with how we do WIL.

7. **My program requires me to complete a WIL experience in both the summer and fall semesters, can I apply more than once?**

Students are only eligible for **one stipend** and can apply in either the summer or fall semester.

For Employer / Community Partners

1. **Why do I have to provide my GST / Business Number?**

The funding for the One at a Time Program comes from CEWIL Canada via the Canadian Federal government. As such, they have requested that this information be collected for tracking purposes. Without this information, we will be unable to provide the funds to the student(s).

2. **I have many students working within my organization that may be eligible for this program, will I have to complete multiple surveys?**

We will make every effort to ensure that all students are covered under a single survey request. However, with varying application submissions, we cannot guarantee that you will not be contacted more than once. It is recommended that if you have multiple students within your organization and one has indicated their eligibility, you encourage all of them to consider applying.

Please forward any additional questions pertaining to the program, or process to the project coordinator at wil@cna.nl.ca