



Policy Name	STUDENT FINANCIAL AID AND AWARDS			<i>New</i>
Policy Number	SD 3.0	Category	Students	
Policy Authority	Dean of Student Services/Registrar	Approval Date	April 8, 2026	
Executive Sponsor	Vice-President, Academic and Provost	Next Review Date	April 8, 2031	
Approved By	President and CEO	Frequency of Review	5 years	

1. POLICY STATEMENT

Student awards and financial support play an essential role in Medicine Hat College's (MHC) mandate of providing services to help learners in our region access Alberta's post-secondary education system and realize their goals.

2. SCOPE

This policy and its supporting procedures apply to student financial supports administered by MHC.

3. DEFINITIONS

- **Bursary:** a monetary award allocated to a student based on demonstrated financial need. Bursaries may include other qualifying criteria such as academic performance, community/leadership contributions, or specified criteria.
- **Scholarship:** a monetary award allocated to a student based on academic achievement. Scholarships may include other qualifying criteria such as community/leadership contributions or other specified criteria.
- **Student:** an individual currently enrolled in a credit, apprenticeship or non-credit program offered by MHC or through formal agreement with another institution.
- **Student Award:** any award that is governed, managed and disbursed by MHC to a student in the form of a bursary, a scholarship, or other financial award.

4. PRINCIPLES

4.1 The college administers student financial awards through a student success framework that prioritizes access, persistence, and program completion. Financial need, academic achievement, leadership, athletic participation, and other factors may be considered individually or in combination when awarding support. No single factor is intended to define a student or limit their eligibility for other assistance or awards.

4.2 MHC's student awards and financial aid program supports student success by:

- (a) encouraging and rewarding academic excellence in all areas of study,
- (b) providing financial assistance for students who may otherwise face financial challenges while studying,
- (c) recognizing specific achievements, rewarding community involvement and leadership, and encouraging continued educational pursuits, and
- (d) structuring awards, processes, and timelines to maximize disbursement of funds.

- 4.3 The Student Financial Aid and Awards Office is responsible for the administration of financial aid and the student awards program. The administration is carried out in collaboration with Advancement and Corporate Finance and is founded on three principles:
- (a) **Fiduciary Responsibility:** scholarships, bursaries and awards are funded from investment earnings and external sources and are disbursed to student recipients after the funding has been received by the college.
 - (b) **Accountability:** selection criteria are developed in collaboration between donors and MHC and are documented in award agreements.
 - (c) **Fairness:** applications for student awards receive objective review and adjudication.
- 4.4 MHC student awards and financial aid programs are administered in a fair, consistent and transparent manner. Timelines are clearly communicated and aligned with recruitment, admissions, and published deadlines.
- 4.5 All student award criteria and administrative processes align with applicable college policies and procedures, provincial and federal laws and regulations, and donor agreements.
- 4.6 Students are expected to fulfill their financial obligations to the college and to provide any required information in a timely manner, recognizing that these responsibilities allow for the effective administration of their financial aid and awards.

Original Copy Signed

Kevin Shufflebotham
 President and CEO
 Date: April 8, 2026

Original Copy Signed

Nancy Brown
 Vice-President, Academic and Provost
 Date: April 8, 2026

Additional Information	Location
SD 3.1 Student Awards Procedure	MHC Website/Policy & Procedure SharePoint
SD 3.2 Emergency Financial Aid Procedure	MHC Website/Policy & Procedure SharePoint