

Northwest Seminary & College Fellowship Leadership Matching Grant Policy

Northwest Seminary & College financial aid is designed to assist the seminary in achieving its primary end goal: to equip effective ministry leaders for Fellowship Baptist Churches and Agencies. Given our end goal, the priority for the use of Northwest Seminary & College financial aid will be to assist **members of Fellowship Baptist Churches located in the Pacific Region** in graduate degree, diploma, and certificate programs.

The Fellowship Leadership Matching Grant:

1. This program is only open to students who are members of a Fellowship Baptist Church in the Pacific Region, and who are registered through Northwest at ACTS Seminaries. It applies only to courses taken at Northwest/ACTS and to courses required to complete the program. It is a partnership between the student, their church, and Northwest to pay for tuition in equal thirds. This is for tuition only and any extra fees (student fees, technology fees, course packs, etc.) are not included.
2. The program is designed for students who are enrolled on an on-going basis. If a student does not attend for a semester, they must notify the Northwest office and their church as soon as possible. If they do not take classes for 2 consecutive semesters, they must reapply for the Matching Grant. Should any party be unable to continue, they must notify all involved as soon as possible.
3. An application form and Letter of Intent must be filled out and given to the Northwest Office. Once the application has been approved, it is the responsibility of the student to secure both the student and church portion of tuition and submit it to the TWU/ACTS registration office by the appropriate deadline. Students must maintain the required GPA for their program.
4. Students are required to inform the church of the total credit hours they are taking each semester.
5. Cheques are to be made payable to Trinity Western University noting the student's name and number on the cheque.
6. The church and Northwest portions represent a bursary to the student and as such both the church and seminary are required to issue a T4A slip to the student annually. T4A forms are available on the [CRA website](#). This requires the student to share some private information with Northwest in order to complete the T4A slips.
7. Students who drop courses after the add/drop deadline will be asked to refund Northwest and their church for the full portion of tuition that has been paid. Should the student fail to do so, the amount in question will be deducted from the contribution made in the following semester.
8. Students receiving the Matching Grant are **not** eligible for other Northwest financial aid.
9. Northwest will not fund any course retakes due to a student's previous failure of the course.

Acknowledgement of Funds

The student is required to acknowledge receipt of funds by means of a thank-you letter each semester. Any student failing to submit the letter will be considered in breach of the agreement and will not qualify for funding in the following semester.

Completed applications must be submitted to Nikki Lanigan, nikki@nbseminary.ca. Please direct any questions to nikki@nbseminary.ca or 604-888-7592.

Northwest Seminary & College Student Financial Assistance Application (FLMG)

Personal Information:

Student ID#: _____

Last Name: _____ First Name: _____

Address: _____

City/Province: _____ Postal Code: _____

Phone Number: (____) _____ Email: _____

Social Insurance Number: _____ Date of Birth: ____/____/____
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Church Information:

Name: _____

Address: _____

City/Province: _____ Postal Code: _____

Contact Person: _____ Phone Number: _____

Are you a member of this church? Yes No

Area of involvement within the church: _____

Program Information:

Program Name: _____

Total credit hours for program: _____ Credit hours for this semester: _____

This application requests FLMG funds starting the semester of:

Fall (Sept – Dec) Spring (Jan – April) Summer (May – Aug) Year: _____

Are you receiving other financial aid? Yes No Amount: \$ _____

Student's Signature: _____ Date: _____

All students who receive a scholarship or bursary will be issued a T4A tax form. To comply with CRA requirements, we need your permission to send the T4A to your STUDENT email address.

- Yes, I grant permission for Northwest to email me my T4A tax form.
 No, I wish to receive my T4A by snail mail.

Please fill out this form, and email or mail to:
Northwest Seminary & College, 22500 University Drive, Langley, BC V2Y 1Y1
Phone number: (604) 888-7592
Email address: nikki@nbseminary.ca Web: www.nbseminary.ca

Fellowship Leadership Matching Grant Letter of Intent

Student Name: _____

Program Name: _____

Estimated Tuition Cost to Complete Program (at tuition rate): \$ _____

Church Name: _____

Church Address: _____

City/Province: _____ Postal Code: _____

Phone Number: _____ Email: _____

Church Contact Person: _____

By signing below, the student, their church and Northwest indicate their intention to participate in equal three-way cost sharing of the student's tuition for the duration of the time required to complete the program. The student acknowledges that he or she must maintain program G.P.A. stipulations. Should any party become unable to meet this commitment, this agreement becomes void.

Signatures:

Student: _____ Date: _____

Executive Vice President: _____ Date: _____
On behalf of Northwest Seminary & College

Church Representative: _____ Date: _____

Please Print Name & Title of Church Representative: _____

*Please fill out this form have the church representative sign and email or mail to:
Northwest Seminary & College
22500 University Drive, Langley, BC V2Y 1Y1
nikki@nbseminary.ca*