

# Health Care Aide Tuition Bursary Program FAQs

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*Frequently Asked/Answered Questions*

## Important Updates!

### Effective March 2023:

- The bursary opportunity is open to applicants who are employed on a full-time, part-time or casual employment basis.
- If you are planning to work for an agency that is a First Nation and/or Métis settlement Continuing Care facility or Home Care Agency, please email [ABhcbursaries@NorQuest.ca](mailto:ABhcbursaries@NorQuest.ca) as soon as possible for further instructions.
- If you are being sponsored by your agency or another source, you may still be eligible to receive a portion of the HCA Workplace Program Bursary. Additional questions and verification may be required.

### 1. What is the purpose of the Health Care Aide Tuition Bursary Program (HCAATBP)?

- Alberta needs to increase the number of HCAs working in Continuing Care (community and facility-based care)
- The goal of the Bursary program is to increase the number of students enrolled in a licensed HCA program and the number of HCAs working in Alberta

### 2. Who is eligible to access the HCAATBP?

- Students who enrolled in an Alberta licensed HCA program that **began on or after July 1, 2022**
- This includes Alberta licensed Workplace Program students and high school students who are completing the first part of their HCA program **in addition to** high school.
- Workplace Program students are those who are hired without any prior formal HCA education
- **Note:** The bursary opportunity is open to Canadian permanent residents and citizens, only.
- Students completing the HCA ELL (English Language Learner) program are **not** eligible for the HCA Bursary.

### 3. How can I access the funding?

- Funding is provided on a first come, first serve basis as long as you meet eligibility criteria and submit the required documents to complete your bursary application.
- You must submit the bursary application form available on the [Alberta HCA Bursaries website](#) **and:**
  - Sign a return of service agreement agreeing to work 2,000 hours within two calendar years from graduation date plus two months if you are applying for the HCA Tuition Regular Bursary; **or**
  - 1,000 hours within one calendar year of graduation date plus two months if you are applying for the HCA Tuition Workplace Bursary; **and**
- You must work as an HCA for an [identified continuing care operator](#) within two months of successfully completing your Alberta licensed HCA program.

- Your bursary application must be completed within 30 days of opening the application.

#### 4. How much funding will I receive?

- For students in the workplace program, the bursary amount is **\$3,200**. Tuition for this program is substantially less than the post-secondary institution (PSI) based HCA programs.
- For students enrolled in PSI based HCA programs, the bursary amount is a total of **\$9,000**, which will be disbursed in two installments:
  - **\$3,000** after successful completion of courses one to five of the HCA program; **and**
  - **\$6,000** upon successful completion of your Alberta licensed HCA program
  - **Note:** for high school students, the funding amount received will depend on the amount the school or school division covers. Fully funded high school students will not receive a bursary.

#### 5. Are there any other conditions I must meet?

- You must successfully complete your HCA program and attain an HCA Program Certificate, which includes passing the provincial exam.
- You must show proof of employment as an HCA at one or more identified continuing care operator(s) for:
  - 2,000 hours within two calendar years from graduation date plus two months if you are applying for the HCA Tuition Regular Bursary, **or**
  - 1,000 hours within one calendar year of graduation date plus two months if you are applying for the HCA Tuition Workplace Bursary.
  - The number of hours high school students must work will depend on the amount of the bursary:
    - If the bursary amount is less than or equal to \$4,500, then 1,000 hours of work within one year is required;
    - If the bursary amount is more than \$4,500, then 2,000 hours of work within two years is required.
- You must sign a return of service agreement with NorQuest College.

#### 6. Where are the identified continuing care sites?

- The [identified continuing care operators](#) are distributed throughout Alberta, including rural areas
- The list is also available on the [Alberta HCA Bursaries website](#)

#### 7. What happens if I don't work the minimum of hours within the required time?

- If you are unable to work the minimum number of hours, you will be required to repay your bursary funding to NorQuest College. NorQuest College will provide more information on repayment, once your application has been approved.
- The repayment amount is pro-rated depending on the number of hours you completed.
- **Note:** Repayment of the pro-rated bursary amount received will be expected to NorQuest College in a 30-day period.

- 8. What happens if I can't find employment with an identified continuing care operator?**
- If you are unable to obtain employment with an [identified continuing care operator](#), you must repay the entire funding amount you received to NorQuest College.
- 9. What happens if I want to change employers?**
- You are able to change employers before completing your required hours, as long as the new employer is also an [identified continuing care operator](#).
  - You must notify NorQuest College of any changes in your employment.