



Indigenous Skills Employment and Training Strategy: Application Guidebook

April 2020



Providing participants of the GCLCA with the opportunity to maximize their potential through education and meaningful employment.

The Indigenous Skills Employment and Training Strategy (ISETS) is funding administered by the Gwich'in Tribal Council on behalf of Employment Skills Development Canada (ESDC- Service Canada). The aim of this guidebook is to help you determine your own eligibility and what funding you may be eligible for.

[Watch this Information Video](#)

Eligibility and Application Checklist

Whether you are returning to post-secondary education or attending for the first time the following list can help you determine if you and the program you are taking could be eligible for ISETS funding.

Post-Secondary: Certificate, Diploma, Degree Programs

- Indigenous Person (Gwich'in, Dene, Metis)
- Attending post-secondary school full-time (9 credits or more per semester)
- Program of choice at a [Designated Educational Institution](#)
- Received 60% average or higher on last post-secondary official transcript
- Not on GTC default list (owing funds to GTC)
- Funded by GNWT Student Financial Assistance

Application Checklist for Post-Secondary Students

- Completely filled out [ISETS Application](#)
- Attached all required supporting documents (see first page of FORM A)
- Submit ISETS Application to Career Development Officer before deadline (June 30 for Fall semester, November 15th for Winter Semester and April 15 for Spring/Summer Semester)

Please note applications will not be considered by the approval committee until all supporting documents have been received. If there will be a delay in receiving a supporting document please let the Career Development Officer know

Successful applicants are eligible to receive a top-up bursary of \$350/month. Students with dependants are eligible for \$550/month.

Successful applicants will receive:

- Acceptance letter
 - Contribution Agreement to be signed and returned to Career Development Officer
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Top-Up Bursaries are paid: first week of every month with the exception of January when official transcripts must be turned in to CDO before funds are deposited.




Post-Secondary Short Courses (ex. Safety trainings, Class 1 drivers, etc.):

- Indigenous Person (Gwich'in, Dene, Metis)
- Permanent address is within the Gwich'in Settlement Area (Aklavik, Inuvik, Tsiigehtchic, Fort McPherson). If you do not live in the GSA please see this list of [ISETS Agreement Holders](#) to determine your local agreement holder.
- Attending post-secondary program full-time
- Received 60% average or higher on last post-secondary official transcript
- Not on GTC default list (owing funds to GTC)
- Applicant is unemployed or underemployed
- Applicant requires training to retain employment

Application Checklist for Short Courses

- Completely filled out [ISETS Application](#)
- Attached all supporting documents
 - official* transcript, (we will only accept official, signed transcripts in an effort to prevent fraudulent applications),
 - Copy of letter of acceptance into program,
 - resume,
 - May* require SFA denial letter,
 - May* require letter from current or prospective employer

Submit ISETS Application to Career Development Officer before deadline (30 days before course start).



Please note applications will not be considered by the approval committee until all supporting documents have been received. If there will be a delay in receiving a supporting document please let the Career Development Officer know

Successful applicants will receive

- Acceptance letter
 - Contribution Agreement to be signed and returned to the Career Development Officer
 - A phone call from CDO 30 days after course ends to follow up
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For questions, more information, or assistance with the application contact:

Anna Leon: Career Development Officer (867) 777-7926 (GTC Inuvik Office)

Amie Charlie: Program Support Officer (867) 777-7918 (GTC Inuvik Office)

Bradley Peterson: Employment Officer (867)952-2501 (Fort McPherson DGO)

Rita Arey: Employment Officer (867)978-2340 (Aklavik Band Office)

Billieveryl Inglangasuck: Employment Officer (867)953-3006 (Tsiigehtchic DGO)

Terry Peterson: Employment Officer (867)777-6650 (Inuvik DGO)

Gwich'in Tribal Council, Department of Education and Training

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