

Frequently Asked Questions

AHS & NADB Joint Bursary Partnership Program

August 2024

This FAQ addresses some of the most common questions for the Alberta Health Services (AHS) and Northern Alberta Development Bursary (NADB) Joint Bursary Partnership Program.

Eligibility

- Am I eligible to apply for this program if I work as a casual AHS employee?
- Where can I find my Alberta Student Number?
- Is this award open to all residents of Alberta or strictly Indigenous applicants?
- Will I need to provide proof of Indigenous heritage if selected for one of the Indigenous bursaries? If so, what is acceptable proof?
- If I identify as Indigenous and I'm not selected for one of the Indigenous bursaries, am I still eligible for consideration for the regular funding stream?
- Can I receive this bursary more than once?
- The NADB requirements state that 'students cannot receive both the NADB Bursary and the Partnership Bursary during the same year'. Please explain?
- Are the NADB boundaries different from the AHS North Zone boundaries?

Return of Service

- What is a Return of Service agreement?
- What if I don't agree to the terms of the Return of Service Agreement?
- What are the terms of the AHS Return of Service agreement?
- If I accept the bursary and Return of Service agreement, when must I commence employment?
- If I receive support through this program, then later decide to take a position that is not at an AHS facility or is outside of the NADB boundary, is that considered an act of default? Will I be required to repay the entire bursary?
- If I receive this funding more than one (1) academic year, are the Return of Service agreements served concurrently or consecutively?

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- I've been offered relocation support from AHS as well as this bursary. Can I accept both and if so, are the Return of Service agreements served concurrently or consecutively?

Selection and Notification

- What makes one (1) application more successful than another?
- When and how will I be notified of my application status?
- When and how will I receive the bursaries?

Additional Resources

- Who can I contact if I have other questions?

Eligibility

Am I eligible to apply for this program if I work as a casual AHS employee?

No. AHS employees are not eligible for this program. If you have previously held a position with Alberta Health Services (Temporary, Student, Casual), please contact the HR Contact Centre (1-877-511-4455) to confirm if you are Active in the system or not.

AHS employees are encouraged to visit the Professional Development Funding page on Insite for opportunities available to you.

Where can I find my Alberta Student Number?

The ASN is a 9-digit number assigned to all Alberta students. It is not the same as the student number that Post-Secondary Institution assigns. Please use this link to the Alberta Government Learner Registry to find your ASN:

<https://learnerregistry.ae.alberta.ca/Home/StartLookup>.

Is this award open to all residents of Alberta or strictly Indigenous applicants?

This award is open to all qualified Alberta residents. A minimum of \$10,000 has been designated to support Indigenous applicants. This question helps the selection committee to determine whether or not an applicant can be considered for this portion of the funding.

Will I need to provide proof of Indigenous heritage if selected for one of the Indigenous bursaries? If so, what is acceptable proof?

Yes. A copy of your status card will be requested if you are successful.

If I identify as Indigenous and I'm not selected for one of the Indigenous bursaries, am I still eligible for consideration for the regular funding stream?

Yes. All candidates are rated on the same criteria and awards are distributed based on a ranking of the quality of the application. The top applicants of Indigenous heritage within the rankings are awarded the designated funding and all others are ranked and awarded accordingly with all other applicants.

Can I receive this bursary more than once?

Yes. If successful in multiple years, the Return of Service agreements attached to each bursary would then be served consecutively.

The NADB requirements state that 'students cannot receive both the NADB Bursary and the Partnership Bursary during the same year'. Please explain?

The NADB offers other bursary opportunities for students. A student cannot receive the regular NADB bursary and funds from the Bursary Partnerships Program in the same year. Students may receive funding from more than one (1) Bursary Partnership Program, but the maximum funding available from the NADB for one (1) year of studies is \$3,500.

Are the NADB boundaries different from the AHS North Zone boundaries?

Yes. The NADB's boundaries differ from the AHS North Zone boundaries. Some of the AHS locations in the southern portion of the AHS North Zone are not included in the NADB boundaries. If you are unsure if a location falls within the boundaries, see the Quick Reference section for the [NADB Geographic Area Map](#).

Return of Service

What is a Return of Service agreement?

A Return of Service agreement states that the recipient will agree to work for the provider (in this case AHS) in exchange for receiving the funding support. The Return of Service agreement lays out the terms and conditions such as: length of service in months and hours and what happens in the event of default. See question 10 for a summary of the Return of Service terms.

What if I don't agree to the terms of the Return of Service Agreement?

If you don't agree to the terms of the Return of Service Agreement, you may decline. If you decline to sign the Return of Service, funds will not be issued. If you sign the Return of Service and then change your mind after funds are issued, you will be required to repay the bursary.

What are the terms of the AHS Return of Service agreement?

You will be required to obtain a position directly related to your educational program within an AHS owned and operated facility in the NADB boundaries within six (6) months of completing your educational program. You must continue working for AHS within the NADB boundaries (you may change facilities or positions) for the equivalent of one (1) month full time work per each \$500 you have been awarded. For example, if you receive \$2,000 from AHS and \$2,000 from the NADB, you would be required to commit to eight (8) months of full-time employment (or equivalent hours per the applicable collective agreement). The specific number of required hours differ between the various Collective Agreements. Successful recipients will receive a Return of Service agreement with their approval e-mail notification.

If I accept the bursary and Return of Service agreement, when must I commence employment?

There is a six (6) month grace period after completion of your program in which you have to obtain a position and notify ProfessionalDevelopment.Funding@ahs.ca.

If I receive support through this program, then later decide to take a position that is not at an AHS facility or is outside of the NADB boundary, is that considered an act of default? Will I be required to repay the entire bursary?

Recipients are required to sign individual agreements with both AHS and the NADB. An act of default, such as employment not within an AHS facility, may occur according to the terms of one agreement but not with both. You are required to repay the portion of the bursary against which a default has occurred. If the terms of both agreements have not been met, then both bursaries must be repaid according to the terms of the agreement. The amount to be repaid may be prorated based on any hours worked towards the fulfillment of your agreement.

If I receive this funding more than one (1) academic year, are the Return of Service agreements served concurrently or consecutively?

The Return of Service agreements would be served consecutively.

I've been offered relocation support from AHS as well as this bursary. Can I accept both and if so, are the Return of Service agreements served concurrently or consecutively?

Yes, you may accept both. The Return of Service agreements are served consecutively.

Selection and Notification

What makes one (1) application more successful than another?

Determination of successful applicants is made based on the following:

- The applicant's potential to fit the needs of AHS (i.e., occupations in demand, locations, and/or fields of study)
- Quality of résumé
- Quality of responses to application questions and their compatibility with AHS goals and values

Higher priority will be placed on supporting clinical health care related fields of study currently in demand. Applicants in other programs are welcome to apply and may be considered for support if funds are available. The priorities of this program are assessed regularly by AHS and may change without notice.

When and how will I be notified of my application status?

Shortlisted candidates will be notified as soon as a decision is made. The timeline for notifying all applicants of their status depends on volume of applications received and acceptance of the funds by the shortlisted candidates.

All notifications are sent via email to the e-mail provided on the application form. Please ensure that you provide a legible and accurate e-mail address. If using a public email provider (such as Hotmail or Gmail), please ensure that your filters are set to accept incoming messages from ProfessionalDevelopment.Funding@ahs.ca or ProfessionalDevelopment.Funding@albertahealthservices.ca so that you do not miss important notifications. If providing a school email, please ensure it can be used to receive external communications.

When and how will I receive the bursaries?

Once all required documentation has been received, Alberta Health Services forwards it to the NADB Program for processing. They work with the Government of Alberta's Alberta Student Aid department to create their Return of Service agreement and required documents. Once enrollment is confirmed by Alberta Student Aid, we can issue the cheques. The bursaries are issued via two separate cheques, one on behalf of AHS, and one on behalf of the NADB Program. They are sent by mail and are issued between mid-January and late March.

Additional Resources

Who can I contact if I have other questions?

Concerns, questions and/or comments may be respectfully directed to ProfessionalDevelopment.Funding@ahs.ca.