

## **Operating Procedure I - Academic Enrichment Funding**

The purpose of the academic enrichment fund is to provide Mount Allison students with financial assistance to participate in events which will further their academic growth. The following are general guidelines concerning eligibility:

- i) The fund is designed to enrich the academic growth of students outside the classroom.
- ii) Applications will be accepted from individual students only; applications submitted on behalf of an organization or group of students will not be accepted.
- iii) The Academic Enrichment committee, chaired by the Vice-President, Academic Affairs is responsible for reviewing all applications and making recommendations to council.
- iv) Funds to be spent over the summer will normally only be available for returning students.
- v) Requests for financial assistance for course work such as field trips, independent studies and thesis work will not be granted.
- vi) Applicants who will be participating at the conference or activity, as opposed to acting as a spectator will be favored by the committee. However, lack of active participation does not exclude students from consideration for funding.
- vii) Students may not receive funding from both the Academic Enrichment fund and the SAC Clubs and Societies fund for the same event.
- viii) Applications are expected to be submitted prior to the event proposed, however retroactive applications may be accepted conditional to the explanation of special circumstances.
- ix) All applicants must ensure that they have followed proper application guidelines as outlined on the application form.
- x) The committee reserves the right to deny funding on the basis of an incomplete application.
- xi) An individual may appeal a decision made by the Academic Enrichment committee by going back to the committee with more information.
- xii) After having received funding, the individual is required to submit a brief report with all relevant receipts to the committee. If an individual fails to submit a report they will not be considered for further funding.