

# Early Childhood Education Tuition Support Conditional Grant Application



Early Learning & Child Care Program  
210 - 114 Garry Street, Winnipeg, MB Canada R3C 4V4  
T 204-945-0776 F 204-948-2625  
Toll Free: 1-888-213-4754  
[www.manitoba.ca/childcare](http://www.manitoba.ca/childcare)

Please check:  Two Year Student  Three Year Student

Start date of first year ECE diploma program

A conditional grant of up to \$4,000 to cover the tuition costs of one school year is available for students taking a two or three-year Early Childhood Education (ECE) diploma program at a Manitoba college (Red River College, Assiniboine Community College, University College of the North, Université de Saint-Boniface). Applicants who receive funding from a sponsoring agency to offset the cost of tuition, books, supplies and student fees may be eligible for a reduced amount.

### Applicants must:

- apply within 60 days after classes start
- be eligible to work in Canada
- be a daytime student enrolled in a two or three-year, approved ECE diploma program (**Note:** students enrolled in an ECE Workplace Program are **not** eligible.)
- successfully complete the first year of ECE diploma course
- confirm their enrollment in the second year of the ECE diploma course
- complete the two or three-year ECE diploma program in consecutive years
- promise to work two continuous years in a licensed child care program in Manitoba, starting within 90 days of graduation from the ECE diploma program

**Send your completed application to Manitoba Early Learning and Child Care no later than 60 days after the start date of classes.**

## Application for Early Childhood Education Tuition Support Conditional Grant for Full-Time, Post-Secondary Students

This application is for students enrolled in a two or three-year, approved Early Childhood Education (ECE) diploma. **To be eligible for consideration, this grant application must be completed and received by Manitoba Early Learning and Child Care no later than 60 days after classes start.** Applicants will receive written notification about the status of their applications.

**Applicants will receive the grant in two installments. The first installment of the grant will be issued after the applicant successfully completes the first year of an approved daytime ECE diploma program and after the college confirms their enrollment in the second year of the ECE diploma program. The second installment will be paid after the applicant's successful completion of ECE diploma program is confirmed in writing by the college and the student has found full-time employment in a licensed child care facility in Manitoba within 90 days of graduation date.**

### Send to:

Early Learning & Child Care Program  
210 – 114 Garry Street  
Winnipeg, MB R3C 4V4

For more information, call the Early Learning and Child Care Program (ELCC), Child Care Information Services in Winnipeg at 204- 945-0776 or toll free in Manitoba (outside Winnipeg) at 1-888-213-4754.

## **PART A: APPLICATION** – All sections (with the exception of section 4) must be completed. Failure to do so may delay payment approval.

### SECTION 1: PERSONAL INFORMATION

Social insurance number (SIN) (to issue T4 slips)	<input type="text"/>	Legal last name	<input type="text"/>
<b>(Please attach photocopy of SIN card)</b>			
Legal first name and initial (as shown on your SIN card)	<input type="text"/>		
Birth date	<input type="text"/> (dd/mm/yyyy)	Street / Address	<input type="text"/>
City / Town	Province	Postal code	<input type="text"/>
Home telephone	Work telephone	Cell	<input type="text"/>
			Email address
			<input type="text"/>



**FOR OFFICE USE ONLY**

School contact	<input type="text"/>	Telephone number	<input type="text"/>	
Email address	<input type="text"/>			
Tuition	<input type="text"/>	Books	<input type="text"/>	
<b>Total educational costs for one year</b>		Compulsory fees and supplies:	<input type="text"/>	
<input type="text"/>				
<input type="radio"/> APPROVED	Total amount approved	<input type="text"/>	<input type="radio"/> INELIGIBLE (reason)	<input type="text"/>
<input type="text"/>		<input type="text"/>		
Signature of the authorized officer of the Government of Manitoba		Date		

**SECTION 7: APPLICANT'S DECLARATION AND CONSENT**

**I declare that:**

- All information provided in this application is complete and accurate.
- I have read and fully understand the contents of this application, including the Service Commitment found in Part B on page 4.

**I understand that:**

- This application is being made to the Early Childhood Education Tuition Support Conditional Grant Program (CGP) for up to \$4,000 for tuition, books, and student fees for one school year in an approved two or three-year ECE college program. The actual grant amount will depend upon the costs my academic institution identifies to the CGP. The grant amount will be reduced by the amount of funding assistance I receive from a sponsoring agency to help with the cost of tuition, books, supplies and student fees.
- I must promise to complete the two or three-year ECE diploma program in consecutive years.
- If my application is approved, the first installment of the grant will be paid after the college confirms in writing a) my successful completion of the first year of the ECE diploma course and b) my registration for the **second** year of the ECE program as specified in Section 5.  
The second installment will be paid after my successful completion of the ECE program is confirmed in writing from the college and I have found full-time employment in a licensed child care facility in Manitoba within 90 days of my graduation date.
- The conditional grant is taxable, so a T2202A slip will be issued to you for each installment.
- It is my responsibility to immediately notify Manitoba Early Learning and Child Care in writing, of any changes to personal information (including changes in address or phone number), educational, alternate contact, sponsoring agency or financial institution information which I have provided in this application.

- If I fail to provide complete, accurate and updated information, I must repay the conditional grant upon demand.
- **If, for any reason, I do not complete the ECE program or I do not fulfill my return-of-service commitment (described in Part B), I must repay the conditional grant immediately.**

**Consent to collection and release of information**

I hereby authorize the Manitoba Early Learning and Child Care Program to share information (including education and employment) with schools, financial institutions, government agencies or authorities and any other persons considered necessary to verify and investigate this application; for administering and enforcing the terms of the conditional grant and any laws relating to this conditional grant; and for maintaining and analyzing statistical information as may be required by Manitoba and/or Canada.

**Notice about personal information**

Your personal information is protected by **The Freedom of Information and Protection of Privacy Act**. Any other use, or disclosure, of your personal information by Manitoba Early Learning and Child Care must be authorized by you or must be authorized under act.

For more information, please contact Manitoba Early Learning and Child Care, Child Care Information Services line at 204-945-0776 or toll free in Manitoba at 1-888-213-4754.

<input type="text"/>	<input type="text"/>
Applicant's Signature	Date

**PARTIE B: SERVICE COMMITMENT - To be completed by all applicants.**

---

**I hereby acknowledge that this conditional grant is forgivable under the following circumstances only:**

- I must complete an approved two or three-year ECE diploma program in consecutive years.
- I must fulfill a service commitment of two continuous years of full-time work in Manitoba in a **licensed** child care program, beginning no later than 90 days after my graduation from the ECE program.

To find licensed child care programs, go to [www.manitoba.ca/childcare](http://www.manitoba.ca/childcare) and click on the link [Search for licensed child care in your neighbourhood](#).

If I do not comply with the above conditions, I understand and acknowledge that the conditional grant becomes a debt owing to the Government of Manitoba (Manitoba) and I will repay to Manitoba upon demand the conditional grant, in whole or in part, as set by Manitoba in its absolute discretion.

If, for any reason, I do not complete my ECE program or I do not fulfill my service commitment, I will be required to repay the conditional grant on demand.

If I am required to repay the conditional grant, Manitoba will set the terms and conditions of the repayment.

**Applicant**

Name

Signature

Date

**Witness**

Name

Address

Signature

Date

**NOTE:** A copy of your signed service commitment will be returned with your acceptance letter.

**Please keep a copy of the application form and service commitment for your records and future reference.**

**Please notify the Early Learning and Child Care Program of any personal changes (including changes in address or phone numbers), educational, alternate contact, or sponsoring agency or financial institution information by calling Child Care Information Services at 204-945-0776 or toll free 1-888-213- 4754.**