

Policy Name:	Admissions and Awards Limited to Indigenous (First Nation, Métis and Inuit) Candidates
Originating/Responsible Department:	Admissions Services Awards and Financial Aid Office of Graduate Studies Centre for Indigenous Support and Community Engagement
Approval Authority:	Vice-Presidents' Academic and Research Committee
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Contact:	Director, Admissions Services Director, Awards and Financial Aid Director, Graduate Studies and Registrar, Office of Graduate Studies Director, Centre for Indigenous Support and Community Engagement

Policy Statement:

Carleton University is strongly committed to upholding the recommendations of the Truth and Reconciliation Report and those calls to action relating to education. The verification and assessment process will maintain the integrity of Carleton University's commitment to the Kinàmàgawin Strategy and will strengthen community connections. In accordance with Section 14 of the Ontario Human Rights Code, some designated program seats and awards will be limited to candidates who are Indigenous (First Nation, Métis and Inuit). This policy is to verify Indigenous identity of candidates who apply for reserved program seats, awards, bursaries, grants and/or scholarships. All admission to reserved program seats will be based on selection from the most qualified candidates.

Purpose:

The purpose of the *Admissions and Awards Limited to Indigenous (First Nation, Métis and Inuit) Candidates Policy* (hereinafter referred to as the "Policy") is to verify the Indigenous identity of applicants who apply to Indigenous-specific program seats or awards, grants, bursaries, and scholarships. It will be used in conjunction with existing admissions requirements and procedures. This Policy aims to address the need for candidates who identify as Indigenous to follow a verification process of their claimed identity when applying for designated program seats, awards, bursaries, grants and/or scholarships to be limited to Indigenous individuals. This verification and assessment process will maintain the integrity of Carleton University's admissions practices and will strengthen community connections, contribute to the safety of all Indigenous faculty, professional staff, students, and increase collective knowledge in academia. This Policy is in place to ensure there is a clearly defined way to address potential Indigenous identity fraud.

Scope:

This policy applies to students seeking a designated program seat or awards that are limited to indigenous applicants/candidates. When an applicant is applying to a program with reserved seats for Indigenous (First Nation, Métis or Inuit) candidates, or applying for awards, bursaries, grants or scholarships limited to Indigenous (First Nation, Métis or Inuit) applicants, proof of identity will be required as a mandatory part of the process. This Policy must be read in conjunction with all applicable policies and procedures.

Procedure:

Requirements to Confirm Indigenous Identity:

When considering admissions or granting of awards, bursaries, grants or scholarships limited to Indigenous (First Nation, Métis or Inuit) applicants only, proof of identity will be required as a mandatory part of the process whether it be through lineage or community relations. Candidates will be required to

provide a declaration attesting to being Indigenous and will be required to submit documentation as outlined in either Categories 1 or 2 below as applicable.

Candidates will be required to submit information and documentation as outlined in either Category 1 or Category 2 as applicable.

Category 1: Indian Status, Inuit Beneficiary, or Metis Citizenship Documentation

One of the following will be accepted as supporting documentation, for the purposes of the application, of Indigenous identity:

- Proof of an Indian Status Card issued by Indigenous Services Canada that is current and not expired;
- Proof of Métis Nation Citizenship from any one of the following Métis governments:
 - Métis Nation of Ontario
 - Métis Nation Saskatchewan
 - Métis Nation of Alberta/Otipemsiwak Métis Government
 - Métis Nation British Columbia
 - Manitoba Métis Federation
- Proof of a Membership/Citizenship Card from one of the Alberta Métis Settlements or the Northwest Territory Métis Nation;
- Proof of a Nunavut Trust Certificate card or Inuit Enrollment card associated with one of the Land Claim Agreements in the claim regions of Nunavut, Nunatsiavut, Nunavik, and Inuvialuit;
- Citizenship identification as issued by a community that has a contemporary/modern Treaty and/or self-government agreement;
- Proof an ancestor's name was entered in the Indian Register according to the Indian Act or on a band list;
- Proof an ancestor was assigned an Inuit disk number;
- Written confirmation of Aboriginal Identity from Inuit Tapiriit Kanatami or Nunavut Tunngavik Incorporated;
- Written confirmation of membership by a band that has enacted its own band membership code(s)

If a student cannot submit the documentation in Category 1, they must provide all documentation required in Category 2.

Category 2: Self-Declaration of Indigenous Identity and Mandatory Additional Documentation

Candidates who do not possess the documentation listed above in Category 1 must submit satisfactory proof of an ongoing relationship to a recognized Indigenous community, Nation, or People in the form of:

1. A declaration of Indigenous ancestry with specific information about their First Nation, Inuit, and Métis background, treaty/comprehensive claim area, community, or organizational affiliation and an explanation for why they do not possess the documentation itemized under category 1.
2. A description of their experiences demonstrating their commitment to and responsibility toward their community as well as motivation for applying to Indigenous-specific program seats or awards, grants, bursaries, and scholarships reserved for Indigenous candidates.
3. A letter of recommendation from a community or community member, Elder, knowledge keeper, or other organizational affiliations with whom the candidate has worked with. It is important to note that this is not a character reference, it is a letter that attests to the

candidate's personal, familial, and community Indigenous identity and belonging. Letters written by immediate family members will not be accepted.

Roles and Responsibilities:

All individuals involved in the decision-making process for reserved seats in programs, and/or awards, bursaries, grants or scholarships designated to be limited to Indigenous candidates are responsible for ensuring compliance with this policy.

Applications will be reviewed by Undergraduate Admissions, Office of Graduate Studies, or Awards and Financial Aid as appropriate.

Applicants who fail to provide the required documentation under the terms of this Policy cannot be considered for designated program seats or awards limited to Indigenous candidates.

Contacts:

Director, Admissions Services

Director, Awards and Financial Aid

Director, Graduate Studies and Registrar, Office of Graduate Studies

Director, Centre for Indigenous Support and Community Engagement

Links to Related Policies:

Hiring Policy for Positions Limited to Indigenous Candidates

General Admissions Requirements and Procedures