# Native Council of Prince Edward Island

6 F.J. McAulay Court, Charlottetown, PE C1A 9M7
**Tel**: (902) 892-5314 **Fax**: (902) 368-7464
**Email**: education@ncpei.com


## ISET PROGRAM APPLICATION

The **ISET** (Indigenous Skills and Employment Training) Program has been designed to deliver services and programs to ***off-reserve status and non-status Indians, Métis and Inuit Indigenous Peoples*** that will increase their participation in the Canadian labour market.

***Please note before completing this application***

ISET Program funding is **ONLY** available to ***off-reserve status and non-status Indians, Métis and Inuit Indigenous Peoples*** residing within the province of Prince Edward Island.

If you are a ***registered band member***, prior to completing this application **you must first apply for funding from your band**. If not approved, a rejection letter for funding from your band must be provided as supporting documentation with this application.

Mandatory fields are marked with * and must be completed as per direction of the ISET Program funding agreement.

### PERSONAL INFORMATION

*Surname | *First Name | *Middle Name

*Address

*City | *Province | *Postal Code

| | | | | | |
|---|---|---|---|---|---|
| *Primary Phone | Alternate Phone | | | | |
| *Date of Birth | *Gender | ☐ Male | ☐ Female | ☐ Unspecified | ☐ Other |
| *Social Insurance Number (SIN) | *Email | | | | |

## LANGUAGE(S)

| | | | | |
|---|---|---|---|---|
| *Spoken | ☐ Indigenous | ☐ English | ☐ French | ☐ Other |
| Read / Write | ☐ Indigenous | ☐ English | ☐ French | ☐ Other |

## CLIENT / FAMILY INFORMATION

| | | | | |
|---|---|---|---|---|
| *Marital Status | ☐ Married | ☐ Common Law | ☐ Single | ☐ Other |
| *Do you have dependents? | ☐ Yes | ☐ No | *If yes, how many? | |

## DISABILITY

| | | | |
|---|---|---|---|
| *Do you identify as having a disability? | ☐ Yes | ☐ No | If yes, what type? |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Developmental | ☐ | Mental Health | ☐ | Combination | ☐ | Hearing | ☐ | Intellectual | ☐ |
| Learning | ☐ | Physical | ☐ | Speech | ☐ | Addiction | ☐ | Other | ☐ |

## INDIGENOUS GROUP

| | | | | |
|---|---|---|---|---|
| ☐ Status | ☐ Non-status | ☐ Métis | ☐ Inuit | ☐ Member of the NCPEI |
| Name of First Nation | | | Band # (10 digits) | |
| Do you currently reside on a First Nation reserve? | | | ☐ Yes | ☐ No |
| Membership with another Indigenous Organization(s) | | | | |
| If not a member of the NCPEI, would you like to become a member? | | | ☐ Yes | ☐ No |

## EDUCATION

| | | | | |
|---|---|---|---|---|
| *Primary / Secondary | ☐ Grade 1-6 | ☐ Grade 7-9 | ☐ Grade 10-12 | ☐ GED |
| *School / Province | | | Year | |

| | | | |
|---|---|---|---|
| | | | |
| *Post-Secondary Education | ☐ No post-secondary | ☐ Incomplete | ☐ Completed |
| *College or University / Province | | | Year |

## INDUSTRY RECOGNIZED TRAINING

| | | |
|---|---|---|
| Have you taken other training? | ☐ Yes | ☐ No |
| If yes, name of course/program | | |
| Please list any other licenses/certificates (CPR, First Aid, Special Equipment, Safety, etc.) | | |

## EMPLOYMENT

| | | | | |
|---|---|---|---|---|
| Last Employer | | | | |
| Job Title | | | | |
| Start Date | | End Date | | |
| Reason for Leaving | ☐ Quit | ☐ Contract Ended | ☐ Another Job | ☐ Shortage of Work |
| | ☐ End of Season | ☐ Maternity/Paternity | ☐ Returned to School | ☐ Other |
| If other, please explain | | | | |

## EMPLOYMENT INSURANCE

| | | |
|---|---|---|
| *Have you filed an Employment Insurance claim in the past five years? | ☐ Yes | ☐ No |

| | | | |
|---|---|---|---|
| If yes, when? | *What type of claim? | ☐ Regular Benefits | ☐ Special Benefits |

**OTHER FUNDING**

| | | |
|---|---|---|
| Have you received funds from a NCPEI Program in the past five years? | ☐ Yes | ☐ No |
| If yes, when and what type of training or project? | | |

**INFORMATION SOURCE**

How did you find out about the ISET Program?

- ☐ Website / Social Media _____
- ☐ Agency Referral _____
- ☐ Word of Mouth _____
- ☐ Other _____

## PERSONAL STATEMENT QUESTIONS

1. What can you share about your career interests and goals?

2. Please share why you believe the NCPEI ISET Program should approve your application?

3. If you are attending training full-time, what plans do you have in place to support yourself?

## PERSONAL DISCLOSURE STATEMENT

If my application is approved for an ISET Program intervention:

I _____ give my consent for the ISET Program to contact post-secondary or training institutions and/or employers on my behalf, share my resume and employment inquiries with these institutions and/or employers to further my employment goals.

SIGNATURE: _____

DATE: _____

## SPONSORSHIP AGREEMENT

The ISET Program sponsorship funding is conditional on agreement with the following terms:

- Course marks/transcripts are to be provided to the ISETP Facilitator prior to second payment being made to your chosen training facility and upon completion of your training.
- Monthly communication with the ISETP Facilitator during your training; and
- Three- and six-month communication following completion of training.

SIGNATURE: _____

DATE: _____

## PARTICIPANT CONSENT TO RELEASE INFORMATION

I _____ the undersigned give my consent for the ISET Program to release the information contained in this application regarding my participation in the ISET Program to the Employment and Social Development Canada (ESDC).

I acknowledge that the information is collected and administered in accordance with the Department of Employment and Social Development Act, Privacy Act and applicable laws, and that it may be used to determine my eligibility for the ISET Program and provided to ESDC for the evaluation and accountability of the ISET Program.

I understand that I may be contacted in the future by ESDC regarding my participation in the ISET Program.

SIGNATURE: _____

DATE: _____

## Provide the following supporting documentation with your application

- Proof of Indigenous ancestry (i.e. photocopy of Indian Status Card). If proof is not available, contact the NCPEI.
- Copy of current resumé.
- Proof/letter of Enrollment to training institution or job offer/letter of intent to employ.
- Printout or letter of training institutions costs for tuition, books, fees and equipment/supplies.
- To receive funding, you must apply to your Band first from them will receive correspondence of acceptance and/or denial of funding. Provide a copy of this correspondence.
- If you applied to SkillsPEI or other government agencies and will receive correspondence of acceptance and/or denial of funding. Provide a copy of this correspondence.

***All client information must be provided prior to commencement of any intervention.***

***This information is confidential and will be utilized to determine eligibility for the ISET Program.****

**Direct the ISET Program application and supporting documents to:**

Attn: ISETP Facilitator

Native Council of Prince Edward Island

6 F.J. McAulay Court

Charlottetown, PE C1A 9M7

Or email:

education@ncpei.com