

# Health Care Aide Tuition Bursary Program FAQs

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*Frequently Asked/Answered Questions*

### 1. What is the purpose of the Bursary program?

- Alberta needs to increase the number of HCAs working in Continuing Care (community and facility-based care)
- The goal of the Bursary program is to increase the number of students enrolled in a licensed HCA program and the number of HCAs working in Alberta

### 2. Who is eligible to access the Bursary program?

- Students who enroll in an Alberta licensed HCA program beginning on or after July 1, 2022 and agree to work for an identified continuing care operator
- This includes Alberta licensed HCA Dual Credit Program students and Workplace Program students
- Workplace Program students are those who are hired without any prior formal HCA education
- **Note:** The bursary opportunity is open to Canadian permanent residents and citizens, only.

### 3. How can I access the funding?

- Funding is provided on a first come, first serve basis as long as you meet eligibility criteria and submit the required documents to complete your bursary application.
- You must submit the bursary application form available on the [Alberta HCA Bursaries website](#) and:
  - Sign a return of service agreement agreeing to work 2,000 hours, within two years of commencing employment; **or**
  - 1,000 hours within one year of completing a workplace program; **and**
- You must work as a HCA for an identified CC operator within two months of successfully completing a licensed HCA program in Alberta.
- Your bursary application must be completed within 30 days of opening the application

### 4. How much funding will I receive?

- For students in the workplace program, the bursary amount is **\$3,200**. Tuition for this program is substantially less than the post-secondary institution (PSI) based HCA programs.
- For students enrolled in PSI based HCA programs, the bursary amount is \$9,000, which will be disbursed throughout the program:
  - **\$3,000** after successful completion of courses one to five of the HCA Workplace Bursary program; **and**
  - **\$6,000** upon successful completion of an Alberta licensed HCA program
  - **Note:** for dual credit students, the amount received will depend on the amount the school or school division covers. Fully funded dual credit students will not receive a bursary.

### 5. Are there any other conditions I must meet?

- You must successfully complete the HCA program and attain an HCA Program Certificate, which includes passing the provincial exam.

- You must show proof of employment as an HCA at one or more identified continuing care operator(s) for:
  - 2,000 hours within two-years of commencing employment if you are applying for the HCA Tuition Regular Bursary, **or**
  - 1,000 hours within one-year of commencing employment if you are applying for the HCA Tuition Workplace Bursary.
  - The number of hours dual credit students must work will depend on the amount of the bursary:
    - If the bursary amount is less than or equal to \$4,500, 1,000 hours of work within one year is required;
    - If the bursary amount is more than \$4,500, 2,000 hours of work within two years is required.
- You must also sign a return of service agreement with NorQuest College.

**6. Where are the identified CC sites?**

- The identified continuing care operators are distributed throughout Alberta, including rural areas  
 The list is available on the [Alberta HCA Bursaries website](#)

**7. What happens if I don't work the minimum of hours within the required time?**

- If you are unable to work the minimum number of hours, you will be required to repay your bursary funding to NorQuest College. NorQuest College will provide more information on repayment, once your application has been approved.
- The repayment amount is prorated depending on the number of hours you completed.
- NorQuest College expects repayment of the prorated bursary amount within 30 days of notification.

**8. What happens if I can't find employment with an identified continuing care operator?**

- If you are unable to obtain employment with an identified continuing care operator, you must repay the entire funding amount you received to NorQuest College

**9. What happens if I want to change employers?**

- You are able to change employers before completing your required hours, as long as the new employer is also an identified continuing care operator
- You must notify NorQuest College of any changes in your employment