



## One at a Time Stipend Program Overview

In partnership with CEWIL Canada, the College of the North Atlantic is pleased to announce that we have been awarded funding to administer the *One at a Time: Reducing Barriers to Work-Integrated Learning* Stipend Program. This program will offer a one-time, lump sum stipend of **\$1000.00** for Canadian students at the College of the North Atlantic who are participating in an **unpaid** work-integrated learning (WIL) (work experience, field placement, work exposure, applied research, community service) course during the 2026 Spring/Summer or Fall semesters.

### *Application Deadlines:*

Intake of applications for WIL experiences during the spring/summer semester will open on June 10, and **close August 7.**

In-take of applications for WIL experiences during the fall semester will open September 10 and **close December 4 or until all funding is exhausted.**

### *Eligibility:*

Students from any program at the College and from any campus who:

- Enrolled in a WIL course that is a requirement to graduate
- Canadian student or newcomer to Canada (International Students do not qualify)
- Willing to complete an application form
- Have an eligible employer/community partner willing to complete the Partner Survey

Employer/Community Partner eligibility requirements include:

- Canadian community or industry partner – if the partnership is with an international community or industry partner, the partner must have a Canadian office; otherwise, the partnership does not qualify.
- For the purposes of entrepreneurial WIL, industry and community partners can include guest speakers, student mentors and community or industry partners judging pitch competitions, etc.
- Municipal, provincial, and federal entities can **NOT** be considered partners. This includes post-secondary institutions.
- Organizations for which you are paying for a service (i.e., software or training) are typically not considered as eligible partners in a WIL experience.

**IMPORTANT:** If you are unsure if your employer partner would be considered ineligible, please contact [wil@cna.nl.ca](mailto:wil@cna.nl.ca)

### *Application Process:*

1. Students will complete the **application form** and return to the Project Coordinator at [wil@cna.nl.ca](mailto:wil@cna.nl.ca).
2. Project Coordinator will confirm course enrollment and contact the student's WIL partner to complete their survey
3. Once Verified, the student will be sent a project letter and a PSI application form to release funds.
4. Once the PSI form is returned, the stipend will be issued.



# One at a Time Stipend Program

## Frequently Asked Questions

### For students

1. What is Work Integrated Learning, and what types of experiences are eligible under this program?

Work Integrated Learning is WIL is a form of curricular experiential education that formally integrates a students' academic studies with quality experiences within a workplace or practice setting. For a WIL experience to be considered for this program it must include a student, an academic requirement that is evaluated, and a host partner – this program also requires the experience to be **unpaid**. Examples of WIL could include work experience, field placement, work exposure, applied research project, or community service project.

2. I have submitted all required documents, when will I get paid?

Based on account payable timelines, student should expect their stipend within 6 weeks of the start of their placement. In some cases, the student will be finished before they receive their stipend.

3. How will I get paid?

You will receive a cheque in the mail at the mailing address provided on your application. Please ensure that the address you provide is one where you have access to postal service. **Note: we are unable to pay via direct deposit.**

4. I am uncertain if my employer partner is eligible, what can I do?

We will make every effort to work with your faculty and program to verify eligibility for you. In some cases for example, there may be an opportunity to complete a research project, or some community service as part of a different course! This program aims to encourage us to get creative with how we do WIL.

5. My program requires me to complete a WIL experience in both the summer and fall semesters, can I apply more than once?

Students are only eligible for **one stipend** and can apply in **either** the summer or fall semester.

### For Employer / Community Partners



1. Why do I have to provide my GST / Business Number?

The funding for the One at a Time Program comes from CEWIL Canada via the Canadian Federal government. As such, they have requested that this information be collected for tracking purposes. Without this information, we will be unable to provide the funds to the student(s).

2. I have many students working within my organization that may be eligible for this program, will I have to complete multiple surveys?

We will make every effort to ensure that all students are covered under a single survey request. However, with varying application submissions, we cannot guarantee that you will not be contacted more than once. It is recommended that if you have multiple students within your organization and one has indicated their eligibility, you encourage all of them to consider applying.

Please forward any additional questions pertaining to the program, or process to the project coordinator at [wil@cna.nl.ca](mailto:wil@cna.nl.ca)