

## International Seminarian Education Agreement – Appendix 426B

### INTERNATIONAL SEMINARIAN EDUCATION AGREEMENT

This agreement outlines the Catholic Archdiocese of Edmonton's commitment to and expectations of its international seminarians in formation for the priesthood. It identifies the annual costs associated with their education and formation. A new document will be created each year to reflect the changes in fees and will be provided to the seminarian for signature.

1. **Term of this Agreement:** August, 2009 to August, 2010

2. **Terms and Conditions:**

a. **English As A Second Language (ESL) Training:**

1. The Catholic Archdiocese of Edmonton agrees to enroll the seminarian in a full-time ESL course if their English skills need development prior to becoming a theology/philosophy student if necessary.
2. Upon written request to the Director of Vocations, funds for a monthly bus pass will be processed to allow for transportation to and from ESL training.

b. **Students of Philosophy:**

1. As a philosophy student, seminarians are responsible for the tuition/book fees of the institute in which they will be studying.
2. Upon receipt of an invoice, the Catholic Archdiocese of Edmonton will pay the room and board and seminary formation fees.
3. The onus is on the philosophy student to seek out bursaries, grants or a student loan if he does not have enough funds to pay his tuition fees. We strongly encourage the seminarian to apply for bursaries available through the Dean of Students at Newman Theological College.

c. **Students of Theology:**

1. As a theology student, the tuition/book fees, room and board, and seminary formation fee will be paid by the Catholic Archdiocese of Edmonton – upon receipt of an invoice from the seminary/institute.
2. We strongly encourage the seminarian to apply for Knights of Columbus bursaries. If awarded the bursary will allow the seminarian to mitigate the Archdiocese financial support of tuition and fees. Applications can be received from the Rector's office.

d. **Sun Life Extended Health and Dental Care:**

- a. Each international seminarian will be enrolled in the Catholic Archdiocese of Edmonton's Sun Life Health Care plan.
- b. The current "employee" portion is \$30.32/month.



c. Due to the employment restrictions placed on international seminarians by the Government of Canada, they will not be invoiced to recover the “employee” portion of the plan’s coverage.

e. Stipend:

1. The stipend is provided in – September/January/May – to assist with personal living expenses, i.e., toiletries, telephone and leisure.
2. The current amount of the stipend is \$750/semester.
3. Due to the employment restrictions placed on international students by the Government of Canada, they are not able to secure summer employment to offset their personal living expenses. Therefore, to alleviate some of the pressure, the Catholic Archdiocese of Edmonton provides them with a larger stipend amount.
4. If the seminarian requires a supplemental stipend for an extraordinary situation, he must submit a formal request in writing to the Director of Vocations for consideration.

f. Interim Room and Board:

1. If an international seminarian is not resident at St. Joseph Seminary, alternate interim lodgings will be secured in one of the archdiocesan parish rectories until such a time as he relocates to St. Joseph Seminary.
2. Reimbursement for food will be processed upon presentation of receipts to the Director of Vocations.
3. Summer Room and Board: A international seminarian may not be returning home for the summer and requires lodging for the period May to August. He must notify the Director of Vocations in writing on or before March 15, 2010. The Director of Vocations can contact various pastors within the Edmonton region to secure accommodation in rectories on his behalf.

### 3. Withdrawal From Formation:

- a. Written notification must be sent to the Director of Vocations as soon as possible.
- b. The individual may have to return to their country of origin after leaving formation. Travel expenses are the individual’s responsibility.
- c. If the seminarian decides to withdraw from formation, he is expected to reimburse the Catholic Archdiocese of Edmonton for the expenses incurred on his behalf. A schedule of expenses will be produced by the Assistant Financial Administrator. Terms of repayment will be determined in dialogue between the seminarian and the Assistant Financial Administrator taking into account the seminarians foreseeable economic means. Repayment will commence when the seminarian has notified the Director of Vocations of his employment status. A three-month grace period is granted to allow the individual to secure employment.
- d. Before returning to his country of origin, the seminarian must provide the Director of Vocations with a forwarding address, phone number and e-mail address.

4. Breakdown of General Fees:

Institute: St. Joseph Seminary / Newman Theological College 2009/2010

SJS Formation Fee per semester	\$4,000	\$8,000
SJS Room per month	\$450	\$3,600
SJS Board per month	\$525	\$4,200
NTC Tuition (full-time student) 5 courses on campus		\$5,150
Note: <i>Individual course fee</i> \$515		
NTC Administration Fee per semester	\$30	\$60
NTC Student Association Fee per semester	\$25	\$50
<b>TOTAL</b>		<b><u>\$21,060</u></b>

Text Books: Theology students may submit their book receipts to the Director of Vocations for reimbursement to a total of \$1,000/year.  
 Parking Fee: Waived for the 2009-2010 academic year

Please review this policy agreement thoroughly before signing it.

I, \_\_\_\_\_, agree to the terms and conditions of this policy agreement, dated this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
 Rev. Patrick Baska  
 Director of Vocations

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Rev. Gregory Bittman  
 Chancellor

\_\_\_\_\_  
 Date

