

## Bursary Payment Schedule

### A. Bursaries of the ASA Executive Members

*Policy:*

- Bursaries of the ASA Executive members will be paid as follows:

Oct. 15	25%
Dec. 31	25%
Jan. 15	25%
Mar. 31	25%

OR

- Monthly payment based on a ten month work period with the summer months of May to August constituting two months. 10% of bursary at each month's end. Bursaries can, at the request of the recipient, be allocated towards tuition.

### B. Bursaries of the ASA Full Year Appointments

*Policy:*

- For full year appointments (e.g. Dag Editors) payment will be distributed monthly, for an 8 month work period.
- Bursaries for Advertising Coordinator will be paid out as follows:
  - A set wage for the year with a 15% commission on all sales

### C. Bursaries of the ASA Special Event Coordinators

*Policy:*

- Bursaries for special events (eg. Formal) shall be paid in full upon acceptance of report/presentation to the ASC.

### D. Bursary Reduction

*Policy:*

- Payment of Bursaries may be garnished by ASC if:
  - Bursary recipient has outstanding accounts with the ASA
  - A final report is not presented including contacts, expenses, problems, suggestions, contracts, event schedule and detailed synopsis.
  - The recipient has failed to fulfill his/her contract with the SA.

### E. External Activity Contracts

*Policy:*

- The ASC must have a written contract for all events, activities and agreements entered into by the ASC.

### F. Council Honorarium

*Policy:*

- All Council representatives shall be paid a \$100 honorarium at the conclusion of the academic year.