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## Newcomer Driver Education Funding (NDEF)

Updated April 29, 2016

1. The aim of the NDEF program is to assist newcomers in acquiring their Class 5 licence with the ultimate goal being improved settlement and employment outcomes for the individual or family unit.
2. In order to obtain a Class 5 licence in Saskatchewan, an individual must pass the Class 5 Road Test<sup>1</sup>. To qualify for this test, an individual must complete a minimum of 6 hours in-car and 6 hours in-class instruction from a certified driver instructor<sup>2</sup>. This training can be costly. The NDEF program aims to assist newcomers in overcoming this barrier to obtaining their Class 5 driver's licence.

## Selection Protocol

### General Eligibility

Eligible individuals fall into one of the following categories:

- Permanent Residents
- Naturalized Canadian Citizens
- Temporary Residents of Canada

You're not eligible if you:

- Haven't yet acquired your learners licence
- Have held a Saskatchewan driver's licence within the past 5 years\*
- Hold a licence from another province, state, or country which is honoured in Saskatchewan<sup>3</sup>.\*

\*These drivers are not required to pass the Class 5 Road Test and therefore do not require driver education.

### All applicants must:

- Be 18 years of age or older
- Hold a valid Class 7 learner's licence (cannot be suspended, expired or owe SGI money)
- Live within the region serviced by the MJ NWC
- Be required to complete a driver education program/pass the Class 5 Road Test to obtain a Class 5 licence (as per SGI)
- Be ineligible for driver education through a high school program (if currently attending high school)
- Be ineligible for/unable to access other driver education funding
- Be able to demonstrate financial need:

<sup>1</sup> Unless eligible for SGI exemption due to having a licence from another jurisdiction that is recognized by SGI

<sup>2</sup> Unless completed driver training through a Saskatchewan high school driver education program

<sup>3</sup> More info here: <https://www.sgi.sk.ca/individuals/licensing/getyourlicence/newresidents.html> and <https://www.sgi.sk.ca/individuals/licensing/getyourlicence/returningresident.html>

- Annual Income<sup>4</sup>
  - Single person—up to \$30,000.00
  - Couple—up to \$40,000.00
  - Single parent—up to \$35,000
  - Additional \$2,500/dependant
- Be able to demonstrate that obtaining his/her driver's licence will significantly benefit his/her settlement and employment prospects
- Be able to communicate in English or be accompanied by an interpreter (costs cannot be covered by NDEF)

**Priority is given to:**

- Those intending to make Saskatchewan their permanent home
- Those who hold a valid SIN number: A temporary resident who does not have a valid SIN number will only be considered if obtaining a Class 5 licence can be shown to contribute to the settlement/economic benefit of an individual who has a valid SIN number. (i.e. spouse or parent with SIN number will benefit).
- Those who can demonstrate that they have a realistic plan for obtaining their driver's licence. ( i.e. having held a Class 7 licence for at least 9 months would be considered an asset)
- Those who are able to provide evidence that their English ability is adequate to benefit from the program or that they will attend with an interpreter
- Those who have not received driver education assistance from another agency or from the NDEF in previous years.

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<sup>4</sup> Amounts are based on CRA CVITP guidelines: [www.cra-arc.gc.ca/tx/ndvdl/vlntr/nd-eng.html](http://www.cra-arc.gc.ca/tx/ndvdl/vlntr/nd-eng.html)

## Application and Assessment Process

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### Applying

**1. If eligible, fill out an application form**

- Include as much information to support your application as possible
- Collect **ALL** supporting documents

**2. Submit your completed application and book an intake interview. You must submit ALL applicable documents, properly signed (where applicable) or your application will not be considered complete and therefore not accepted.**

- You may submit your application by email, drop-off, or fax. Please book an interview appointment when you submit your application.
- **Moose Jaw Newcomer Welcome Centre**  
432 Main St N  
Phone: 306-692-6892  
Fax: 306-692-6894  
Email: [mjmcgateway@mjmcinc.ca](mailto:mjmcgateway@mjmcinc.ca)

\*\*If you cannot attend a scheduled interview in person, please contact the NWC to explain why. An exception may be granted.

\*\* Please ensure your application is complete and you have **ALL** your documents submitted or your application may be delayed or denied.

- **Next application submission deadline to be announced.**

### Assessment Process

Each application will be assessed against the program criteria

- Applicants will be informed of the outcome as soon as possible.
- Exceptions to the criteria may be considered at Program Manager's discretion.

### Program Participant Responsibilities

- It is expected that each applicant will inform the Program Manager if his/her circumstances change or if he/she will be unable to attend the course as this will allow another applicant to be chosen.
- **Each applicant will be required to pay a portion of the course fees. Fully-funded participants will pay \$100 and those who are funded to attend only the in-class portion will pay \$25.** Any funds lost to the program by a participant who chooses not to complete the program must be paid back to the Moose Jaw Multicultural Council by the participant. Difficult and unavoidable circumstances will be taken into consideration.
- Each participant will be responsible for the cost of additional training hours, testing cost, interpreter cost, traveling cost, extra fuel cost, and fees charged for no-shows and/or cancelation.

## Required Documents: Applicant checklist

\*See below for a list of required documents. You must submit ALL applicable documents, properly signed (where applicable) or your application will not be considered complete and therefore not accepted.

### COPIES OF DOCUMENTS REQUIRED

- Completed Application Form
- SIN Number
- Current Immigration Document
- Copy of Saskatchewan Learners (Class 7) Licence
- Copy of Licence from Former Country or Province (if applicable)
- Proof of Income:
  - If last tax year's Income Tax filed, submit *one* of the following:
    - T1 General Jacket (pages from your tax return that you submitted to CRA that show your total net income)
    - Most Recent Notice of Assessment from CRA (pages that you got back from CRA showing your total net income)
  - If last tax year's Income Tax not filed, submit all that apply:
    - CIC Financial spreadsheet (CR1/ RAP clients only—ask Settlement Worker)
    - Most Recent Paystubs (at least 3 months or Year To Date must be shown)
    - Social Assistance, Disability, Pension Income, EI or WCB Statements (you may be able to request a print-out of your benefits from reception at Social Services office, etc.)
- Spouse/Common law partner's proof of income (same as above)
- Evidence of English Ability
  - CLBPT or other English language assessment results
  - Immigration document showing source country with English as official language
  - Evidence of studies conducted in English
  - Reference from EAL teacher or Settlement Worker, etc.
- Copy of immigration application documents to support intention to settle in SK (if applicable)
- Signed consent to communicate with SGI
- Signed consent to communicate with other relevant stakeholders (EAL teacher/ settlement worker, etc.) if applicable
- Signed MJMC photo consent
- NWC intake form (this will be done with NWC staff when your application is received)