

Bursary Payment Schedule

Purpose:

This policy governs the ways in which various bursaries are distributed.

A. Bursaries of the ASA Executive Members

- ASA Executive bursaries will be distributed as follows:
 - i. In equal monthly payments based on a ten month work period with the summer months of May to August constituting two months.
- Bursaries can, at the request of the recipient, be allocated towards tuition.

B. Bursaries of the ASA Full Year Appointments

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

C. Council Honorarium

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

D. Bursary Reduction

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

E. External Activity Contracts

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