

Higher Education-Adult Vocational Training-Tribal College Fund

Statement of Goals and Objectives

The Kaibab-Paiute Tribe has instituted a long range goal of economic and social self-sufficiency for the tribe and its individual tribal members. In attaining these goals, higher education and vocational training becomes a higher priority.

The Kaibab-Paiute Tribe's goal is to encourage and provide educational and vocational training opportunities to all tribal members, for the purpose of developing leadership and increasing employment opportunities in professional and vocational fields. All tribal members, who meet eligibility requirements will receive financial assistance so they may obtain a quality education.

The Education Director and Education Committee will provide advice and guidance to tribal members to help formulate educational plans in achieving desired career objectives, whether through higher education or vocational training. These programs will help prepare our tribal members and allow them the opportunity to succeed!

We would like to congratulate you on your decision to further your education and wish you the best of luck!

Deadlines

Students seeking scholarship funding must submit all the documents listed on the checklist (report cards may be accepted at a later date). **The application packet must be hand delivered or sent by mail postmarked on or before the established deadlines.** Incomplete or late applications will not be accepted and will be returned to the student. NO EXCEPTIONS!

Fall Semester – June 30th
Spring Semester – November 30th
Summer - April 30th

Application Process

Once an application is complete, it will be reviewed by the Education Committee who will then determine the applicants eligibility and the amount awarded (based on the Financial Needs Analysis). The committee can only make recommendations; final approval rest with the Kaibab Paiute Tribal Council

Priority Classification

1. Continuing Students in good standing
2. Incoming Freshman
3. Undergraduates (Seniors, Juniors, Sophomores, then 2nd semester Freshman).
4. Graduate Students-Post Bachelors Degree
5. Re-entry Students

APPLICATION PROCEDURES

First and foremost, all students must present their initial application to the Education Committee in person. Failure to do so will result in the student's application being moved to the bottom of the priority list.

- ALL STUDENTS, new, continuing, re-entry, F/T, P/T, vocational, graduate, and summer MUST complete the Kaibab Band of Paiutes Higher Education Grant application *each year*. The application includes the following documents:
 - Higher Education Application
 - Kaibab Financial Needs Analysis
 - Copy of Student Aid Report (SAR)
 - Letter of Acceptance from college or university
 - Certificate of Indian Blood
 - **250 word** typed essay describing students ambitions (new & re-entry students)
 - High School Transcript or GED Certificate (if new)
 - Official College/Vocational Transcript (if continuing)
 - Degree plan, signed by advisor (if continuing)
 - Proof of application to two (2) other grants and scholarships

- The FAFSA (Free Application for Federal Student Aid) is a requirement that must be completed by all students. Once the application is complete, you will receive a SAR (Student Aid Report) which is a condensed version of your application. This is the form that needs to be turned in with your Kaibab Paiute Higher Education application.

- There is a Higher Education Financial Needs Analysis in the application packet. **You fill out the top portion- then send it to the College/University to fill out the bottom portion!** The Financial Aid Office at the College/University will then forward it to our office once completed. You will need to keep in touch with the college to make sure it is returned by the due date!

- **Please start your application process a month or more before the deadline because you will need:**
 - An acceptance letter from the College/University (takes 3 weeks)
 - Apply for Pell Grant (FAFSA) (takes 3 weeks, more if corrections are needed)
 - A completed Financial Needs Analysis (some colleges/universities take longer)
 - *Note: The new FAFSA applications come out in January when W-2 Forms are sent out. This would be a good time to get started if you know your academic plans. Remember, to get all these things together take time!!!*

- It's very important you send the last four (4) pages of this application starting with the check off list and all other forms needed. Please send them in earlier than the stated deadline if possible so it will not be considered late or incomplete. **(The education Committee will not review any late or incomplete applications!)**

- You may go to a college of your choice, but please make sure it is accredited and it is one that you can afford. As you know, there is a maximum amount awarded per student any amount over is the student/parent(s) responsibility.

- Remember the Education Department cares about you and your educational needs. If you have any questions about the application process, please contact our office.

Kaibab Paiute Tribe-Education Department
HC 65 Box 2
Pipe Springs, AZ 86022

Phone: (928) 643-8321
Fax: (928) 643-7260

GENERAL GUIDELINES

The following are general guidelines that apply to all Higher Learning Programs (Higher Education, AVT, and Tribal College Fund). Please read through carefully.

Receipt of Application

Students will be notified in writing when the Education Director receives a student's application. If the application is complete, it will continue to the next step in the application process. If an application is incomplete, it will be returned to the student.

Notification of Scholarship Selection

All students will be notified in writing by August 1st of each school year of scholarship selection or denial. **Any and all verbal information provided is not official.** There are no guarantees that a student has been selected to receive the scholarship until the student receives a written notification.

Funding

Tribal scholarships awarded through the Kaibab Paiute Tribe are considered *supplemental* to campus-based aid. Any funds necessary beyond what is available shall be the responsibility of the student/parent(s). The Tribal Scholarship maximum amounts are as follows:

Higher Education/Tribal College Fund:	Full Time	\$7000
	Part Time	\$3000
Adult Vocational Students:	Full Time	\$14,000

Incentive Awards

The Kaibab Paiute Education Department/Committee would like to recognize our tribal students and their accomplishments by rewarding them with an incentive award.

Students with a GPA of 3.0 – 3.4 will receive \$100 per semester.
Students with a GPA of 3.5 – 4.0 will receive \$200 per semester.

Repeat Classes

There will be no funding for repeat courses taken.

Duration of Eligibility

A student is eligible to receive funding for the period of time required to complete his/her course of study. There is an extra year per degree program (except AVT & Graduate studies) to allow for remedial courses or a change of major. If a student exceeds these limits, it will be their financial responsibility.

- Associates Degree-may not exceed three (3) academic years for a two-year college
- Bachelors Degree-may not exceed five (5) academic years for an undergraduate program
- Masters Degree-may not exceed two (2) academic years for a graduate degree program
- *Exception: AVT must be completed within the specified time frame (2 yrs. or 3 yrs. for nursing)*

Part-time Students

A part-time student is an applicant who is required to enroll between 6 to 11 credit hours per term at an accredited college/university (there is no part-time for the AVT program). The duration of eligibility for part-time students will not exceed 12 semesters/terms (equals 3 academic years) for an Associates Degree and 20 semesters/terms (equal 5 academic years) for a Bachelors Degree.

Change of School

Students who enroll at another school after submitting their scholarship application should notify the Higher Education office in writing as soon as possible. Funds will not be sent to a new school until written notification is submitted to the Higher Education office.

Non-Tribal Funding

The Higher Education Office will accept applications from members of federally recognized tribes who maintained a permanent residence on the reservation for one (1) year and show proof that they were denied funding from their own tribe. Members of the Kaibab Paiute Tribe are given priority status and funding will be dependent on the availability on monies within the federal programs (Higher Education & AVT). No tribal funding will be granted to non-tribal members.

Use of Educational Grant Fund

Grant funds may be used for tuition, textbooks, housing, required fees, and miscellaneous expenses related to attendance at college or trade schools. Funds are to be used to assist students pursuing regular accredited college courses, required in the achievement of a college degree, or a trade school course which would result in the achievement of a certificate of completion. This would increase the student's value in the job market.

Conditions for Continuation of Grant

Students receiving grants must maintain a grade point average of 2.0, successfully complete the required number of credit hours per semester, maintain a social conduct within the policies of the institution attended, demonstrate satisfactory progress toward a degree or program completion requirements, and reapply for the next years grant before the deadline. Grade reports for each continuing student must be turned in and reviewed at the end of each semester/quarter. Students earning less than a 2.0 average may be continued on a probationary grant for one semester/quarter. Students already on probationary status who fail to meet the grade requirements will immediately be ineligible for one year. Transfers to other schools or colleges during the grant period are prohibited.

Appeal Process

The student has a right to appeal if they feel they have been unfairly denied scholarship funding. The student must provide documentation to support their appeal. The Education Director and Tribal Education Committee shall review all information and make a recommendation to the Tribal Council, once a decision is rendered by the Kaibab Paiute Tribal Council this is final.

The Education Department and Tribal Education Committee wants to support you and help you succeed. In order to do so, it is our responsibility to abide by these procedures to ensure ALL tribal students receive fair and equal funding.

HIGHER EDUCATION PROGRAM

Higher Education is a BIA funded program that provides financial assistance to eligible Indians to pursue a degree at accredited college/universities.

Higher Education Eligibility

- A. Applicant must be an enrolled member of the Kaibab Paiute Tribe or another federally recognized tribe.
- B. Have a blood quantum of $\frac{1}{4}$ or more degree Indian blood (if the applicant is an enrolled member of the Kaibab Paiute Tribe and is below $\frac{1}{4}$ degree blood quantum, they may be eligible for the Tribal College Fund)
- C. Be a High School Graduate and show proof of High School Diploma or GED Certificate.
- D. Selection of applicants shall be made without regard to sex or marital status, providing they meet the requirements of Paragraphs (A), (B), and (C) of this section. Non-Indian spouses are not eligible.

Student Requirements

- A. All Students **must** have their completed application packet turned in by the established deadlines!!!
- B. Students must apply for Federal Financial Aid (FASFA); you may pick up an application at the Education Directors office, Tribal Library, or apply on-line at www.fafsa.ed.gov
- C. Students must maintain their required number of credit hours they enrolled in, whether full-time (12 hrs.) or part-time (6+ hrs.).
- D. Students must maintain a 2.0 GPA and turn in a grade report at the end of each semester/quarter for review.
- E. All students must have an advisor assigned to them at the school they are attending.
- F. All students must provide an official degree plan completed and signed by their college advisor, each year until graduation.
- G. All students are required to enroll in and utilize tutoring and/or learning resource centers.
- H. Students must notify the Education Director within five (5) days if they withdraw from school, fall below hours, or are suspended.
- I. All students must follow the requirements stated; failure to do so will result in termination from the Higher Education Program.

Higher Education Funding

- A. A level of aid will be established using the Financial Needs Analysis, and reasonable student need.
- B. Students must report all other financial assistance they receive.
- C. Applicants will be notified of their award notification by mail. A copy of the recipient's Award Letter will also be mailed to the institutions Financial Aid Office.
- D. All award monies shall be sent directly to the institution. Once the Financial Aid Office and/or Business Office have procured payment for tuition/fees, books, room/board, meals, etc., the remainder of the award shall be released to the student by the institution.
- E. The Financial Aid Office is authorized to return the award if the applicant is:
 - 1. Below hours
 - 2. Not enrolled
 - 3. Suspended for academic, financial, or disciplinary reasons
- F. Higher Education will fund a students education twice. There is a five (5) year waiting period to reapply for funding; this waiting period is enforced so that the student will utilize their education in the workforce.

NOTE: Under no circumstances shall the funds (check) be disbursed to the recipient at any time. Also, there will be no advances on any scholarship awards!

Suspension

- A. Any student who fall below hours or fail to meet the 2.0 GPA requirements will be placed on probation and will have the next semester to improve their status.
- B. After two (2) consecutive semesters/quarters of failure to meet the required hours and 2.0 GPA, the student will be suspended for one year.
- C. After one (1) year of suspension, students may apply as a re-entry student and must present their application in person to the Education Committee. If accepted, the student may be readmitted after review.

Repayment

- A. Repayment of award(s) shall be necessary if the applicant withdraws from the institution prior to the completion of the term, is no longer enrolled by the institution, or is placed on suspension for academic and/or disciplinary action **before** completing the term.
- B. The applicant will be notified in writing of repayment amount and will have the option to set up a payment schedule. Failure to repay the amount awarded shall result in termination of future funding.
- C. If the applicant does not respond, repayment will be referred to the Kaibab Tribal Courts.

Note: If a student "Officially" withdraws from school due to extenuating circumstances, they will not be required to repay award amount.

ADULT VOCATIONAL TRAINING PROGRAM

The Adult Vocational Training Program provides funding to students in accredited vocational training institutions. This is a **two (2)** year termination program, except three years for nursing vocations. The grant will cover living expenses, tuition, books, transportation costs, emergency medical, childcare, tools or equipment needed and other related costs of vocational training.

Adult Vocational Eligibility

- A. Be an enrolled member of the Kaibab Paiute Tribe, or another federally recognized tribe.
- B. Have a blood quantum of $\frac{1}{4}$ or more degree Indian blood (if the applicant is an enrolled member of the Kaibab Paiute Tribe and is below $\frac{1}{4}$ degree blood quantum, they may be eligible for the Tribal College Fund).
- C. Applicant must be a High School Graduate and show proof of High School Diploma with transcript or GED Certificate with test scores.
- D. Selection of applicants shall be made without regard to sex or marital status, providing they meet the requirements of Paragraphs (A), (B), (C) and (D) of this section. Non-Indian spouses shall not be eligible for training.

Student Requirements

- A. All Students **must** have their completed application packet turned in by the established deadlines!!!
- B. Students must apply for Federal Financial Aid (FAFSA); you may pick up an application at the Education Directors office, Tribal Library, or apply on-line at www.fafsa.ed.gov
- C. Students must maintain full-time status as determined by their institution. There is no part-time status under the AVT program.
- D. Students must maintain a 2.0 GPA and turn in a grade report at the end of each semester/quarter for review.
- E. All students must have an advisor assigned to them at the school they are attending.
- F. All students must provide an official degree plan completed and signed by their college trade advisor, each year until graduation.
- G. All students are required to enroll in and utilize tutoring and/or learning resource centers.
- H. Students must notify the Education Director within five (5) days if they withdraw from school, fall below hours, or are suspended.
- I. All students must follow the requirements stated; failure to do so will result in termination from the Adult Vocational Program.

Adult Vocational Funding

- A. A level of aid will be established using the Financial Needs Analysis, and reasonable student need.
- B. Students must report all other financial assistance they receive.
- C. Applicants will be notified of their award notification by mail. A copy of the recipient's Award Letter will also be mailed to the institutions Financial Aid Office.
- D. All award monies shall be sent directly to the institution. Once the Financial Aid Office and/or Business Office have procured payment for tuition/fees, books, room/board, meals, etc., the remainder of the award shall be released to the student by the institution.
- E. The Financial Aid Office is authorized to return the award if the applicant is:
 - 1. Below hours
 - 2. Not enrolled
 - 3. Suspended for academic, financial, or disciplinary reasons

NOTE: Under no circumstances shall the funds (check) be disbursed to the recipient at any time. Also, there will be no advances on any scholarship awards!

Suspension

- A. Any student who fall below hours or fail to meet the 2.0 GPA requirements will be placed on probation and will have the next semester to improve their status.
- B. After two (2) consecutive semesters/quarters of failure to meet the required hours and 2.0 GPA, the student will be suspended for one year.
- C. After one (1) year of suspension, students may apply as a re-entry student and must present their application in person to the Education Committee. If accepted, the student may be readmitted on a **final** probationary status for one semester/quarter after review.
- D. No more than two (2) repeat training services will be allowed. Repeat training services shall be a lower priority than the initial service and shall be determined on an individual basis; considering need, ability, prior performance and present motivation of the applicant.

Repayment

- A. Repayment of award(s) shall be necessary if the applicant withdraws from the institution prior to the completion of the term, is no longer enrolled by the institution, or is placed on suspension for academic and/or disciplinary action **before** completing the term.
- B. The applicant will be notified in writing of repayment amount and will have the option to set up a payment schedule. Failure to repay the amount awarded shall result in termination of future funding.
- C. If the applicant does not respond, repayment will be referred to the Kaibab Tribal Courts.
- D. If student does not complete schooling, all trade materials, tools, and equipment purchased through program funds must be returned.

Note: If a student "Officially" withdraws from school due to extenuating circumstances, they will not be required to repay award amount.

TRIBAL COLLEGE FUND

The Tribal College Fund is a program that is funded through the tribe using appropriated gaming monies. This fund is used in addition to the BIA monies received for education. The tribe shall provide financial assistance to eligible tribal members who show a financial need, and are within the limitations of available funds.

Tribal College Fund Eligibility

- A. Applicant *must* be an enrolled member of the Kaibab Paiute Tribe.
- B. Applicant must be a High School Graduate and show proof of High School Diploma or GED Certificate.
- C. Selection of applicants shall be made without regard to sex or marital status, providing they meet the requirements of Paragraphs (A) and (B) of this section. Non-Indian spouses shall not be eligible.

These are the requirements that must be met in order to be eligible for the Tribal College Fund. This program adheres to the policy and procedures (Requirements, Funding, Suspension, & Repayment) established for Higher Education and the Adult Vocation Training Program.

Funding

In addition to funding the unmet needs (FNA) of a students' education, the Tribal College Fund provides a supplemental scholarship to eligible tribal students.

- Students enrolled FULL-TIME seeking a four year degree are eligible for \$1000
- Students enrolled FULL-TIME seeking a two year degree are eligible for \$800
- Students enrolled PART-TIME at a four year College/University are eligible for \$800
- Students enrolled FULL-TIME at a Vocational Training school are eligible for \$800

DEFINITION OF TERMS

Academic Year-means a period of time in which a full-time student is expected to complete the equivalent of at least two (2) semesters, two (2) trimesters, or three (3) quarters at institutions that measure academic progress in credit hours.

Acceptance Letter-means an official letter of acceptance to the institution the student has applied to.

Accredited Institution-means an institution of higher learning that is accredited by a national or regional accrediting agency.

Applicant-means the student applying for full or supplemental aid.

Campus-based Aid-means the Federal Financial Aid Programs (Pell, SEOG, Work-study, etc.) administered by the college/university.

Certificate of Indian Blood (CIB)-means an official document from the KPT Enrollment office that verifies the degree of Indian blood and enrollment number.

Continuing Student-means a grant recipient who received a Tribal Scholarship and attended college the previous term.

Degree Plan-a degree plan means a plan identifying the type of coursework the applicant will take to obtain a degree in a particular area. Degree plans are part of the required form to be submitted to the KPT Education Director.

Financial Aid Office-means a department within the college/university that determines and processes student financial aid.

Financial Needs Analysis-means a form included in the KPT application packet to be submitted to the college/universities Financial Aid Office. The Financial Aid Office will use this form to determine the students expenses for the year, total resources available and calculate the unmet need using the students' SAR information.

Free Application for Federal Student Aid (FAFSA)-means the application to become eligible for all federal and campus-based aid (Pell Grant, SEOG, SSIG etc.). The FAFSA application is a requirement of the institutions Financial Aid Office and the KPT Education Office.

Full-time Student-means an enrolled student in twelve (12) or more credit hours or the full-time status as determined by the institution.

Grade Point Average (GPA)-the student must meet a 2.0 GPA in order to be eligible for funding. A students' GPA is determined by the number of credit hours taken and the grade they receive in each course (A=4.0 B=3.0 C=2.0 D=1.0).

Incomplete Application-means an application that's not properly filled out with all the necessary forms attached.

New Student-means an applicant who has never received a Tribal Scholarship from the Kaibab Paiute Education Office.

Part-time Student-a student who is required to enroll between 6 and 11 credit hours per term at an accredited institution.

Re-entry Student-means a student in the past who has received a Tribal Scholarship and decides to return back to school after being absent for more than one (1) semester.

Student Aid Report (SAR)-means a document that summarizes the financial aid eligibility, this form is received once the student completes their Free Application for Federal Student Aid (FAFSA). A copy of the SAR must be sent to the Financial Aid Office the institution as well as to the Kaibab Paiute Tribe Education Director.

Transcript-an official document provided by the institutions Registrars Office that records the classes, credits earned, grades, anticipated degree major and status of the student.

Unmet Need-means the difference between the students' cost of education and the resources available to defray those costs. If the cost is more than the resources, that amount is the unmet need.

KAIBAB PAIUTE HIGHER EDUCATION

HC 65 Box 2 ~ Pipe Springs, AZ 86022
Phone: (928) 643-7245 Fax: (928) 643-7260

Please use this check-off sheet as a guide to make certain your application packet is complete with our office before the specified deadline. In order to avoid delays, it may be necessary to keep in contact with your College/University's Admissions and Financial Aid Offices to ensure your information (Transcripts, Financial Needs Analysis, etc.) is completed in a timely manner.

DEADLINE DATES: FALL-JUNE 30TH, SPRING-NOVEMBER 30TH, AND SUMMER-APRIL 30TH

DOCUMENTS REQUIRED

NEW STUDENTS:

- _____ Kaibab Paiute Higher Education Grant Application which includes:
 - 1) Financial Needs Analysis; 2) Student Agreement; 3) 250-word essay
- _____ Letter of Acceptance from College/University/Trade School
- _____ Copy of Student Aid Report (SAR)-you'll receive this once you complete your FAFSA application
- _____ Financial Needs Analysis filled out by College/University Financial Aid Office and returned
- _____ Official High School Diploma w/transcript or GED Certificate w/test scores
- _____ Copy of CIB (Certificate of Indian Blood) or Tribal ID
- _____ Proof of application to two (2) other grants/scholarships

CONTINUING STUDENTS:

- _____ Kaibab Paiute Higher Education Grant Application which includes:
 - 1) Financial Needs Analysis; 2) Student Agreement
- _____ Copy of Student Aid Report (SAR)-you'll receive this once you complete your FAFSA application
- _____ Financial Needs Analysis filled out by College/University Financial Aid Office and returned
- _____ Current Official Transcripts from all Colleges/Universities attended (once a year)
- _____ Previous term report card
- _____ Class Schedule
- _____ Degree plan, signed by school advisor
- _____ Proof of application to two (2) other grants/scholarships

RE-ENTRY STUDENTS:

- _____ Kaibab Paiute Higher Education Grant Application which includes:
 - 1) Financial Needs Analysis; 2) Student Agreement; 3) 250-word essay
- _____ Letter of Acceptance/readmittance from College/University
- _____ Copy of Student Aid Report (SAR)-you'll receive this once you complete your FAFSA application
- _____ Financial Needs Analysis filled out by College/University Financial Aid Office and returned
- _____ Current Official Transcripts from all Colleges/Universities attended
- _____ Proof of application to two (2) other grants/scholarships

HIGHER EDUCATION GRANT APPLICATION

Please fill out the application form **completely**; if a question does not apply to you write N/A (not applicable.) All information requested is needed to determine eligibility. Failure to complete all applicable parts will result in an incomplete application, which will not be processed.

Academic year: 20__ -20__ Term(s) applying for: __Fall__ Spring__ Summer__ Other_____

Status: __New__ Continuing__ Re-entry__ Graduate Program: __Higher Education__ Adult Vocational Training

PERSONAL INFORMATION:

Last Name First Name Middle Name Maiden Name

____/____/____
Date of Birth SSN Sex

Home/Mailing Address City State Zip Code Home Phone Cell Phone

Marital Status: __Single__ Married__ Divorced__ Separated No. of Dependents: ____ Veteran: __Yes__ No

Tribal Affiliation Enrollment #

For Census Purposes:

Fathers Name: _____ DOB: _____ Tribe/Home Agency: _____
Mothers Name: _____ DOB: _____ Tribe/Home Agency: _____
(Maiden)

SCHOOL INFORMATION:

Name and Address of High School:

__BIA__ Private/Mission __GED__ Public __Tribal
Date of High School Graduation or GED: _____

Name and Address of College Selected:

Were you ever awarded a BIA Grant? __Yes__ No
If yes, what year(s) _____

Credit hours earned: _____ Terms: _____ Years in college: 1 2 3 4 Full-time: ____ Part-time: ____

College Major: _____ College Minor: _____

Expected Degree: __AA__ BA__ BS__ MA__ Other _____ Expected graduation date: _____

Date of registration: _____ Will live: __On Campus__ Off Campus__ With Parents

I hereby certify the above information on this form is true and correct to the best of my knowledge and consent to the release of this information to the necessary agencies to complete the financial aid package.

Signature

Date

Student Agreement

State of Education Purpose: I declare that I will use any funds I receive under the Bureau of Indian affairs Higher Education Grant Programs and the Tribal College Fund solely for expenses connected with attendance at:_____.

Also, I agree to abide by the policies presented to me within this document. I must maintain a Grade Point Average of no less than 2.0 and successfully complete the **required** number of credit hours. Failure to do so could result in termination of funding. If I do not complete the semester/quarter in which I am funded, the Higher Education Grant shall be converted into a loan status. If this loan amount remains unpaid, it will be turned over to the Kaibab Paiute Tribal Courts. I am allowed to appeal to the Education Committee if I can prove good cause for withdrawal.

I, _____, have read the education packet and understand what is expected of me during the time I attend school.

Signature

Date

*All information provided on the Kaibab Paiute Higher Education Grant Application shall remain confidential and in accordance with the Privacy Act. If you wish for information to be released, an **Authorization to Release of Information Form** must be completed. This may be picked up from the Education Director.*