

Sitka Tribe of Alaska

Education and Employment Department

456 Katlian Street

Sitka, Alaska 99835

Phone: 907-747-6478 Toll Free: 1-800-746-3207

Fax: 907-747-4915 Email: cduncan@sitkatribes.org

www.sitkatribes.org/dept/edu

Higher Education Scholarship Application

2008/2009 Academic Year

The purpose of the Sitka Tribe of Alaska's Higher Education program is to financially assist qualified applicants who are enrolled full time (12 or more credits) in an accredited college or university. Funding through the Higher Education program is allowed for up to 5 years in a lifetime and is strictly supplemental.



Application Deadline May 1st 2008

Please Mail Completed Application to:

Sitka Tribe of Alaska
Education Department
456 Katlian Street
Sitka, Alaska 99835

Revised: February 7, 2008 by C.D.

Policies & Procedures for the Sitka Tribe of Alaska Higher Education Scholarship Program:

TRIBAL PRIORITIES

1. Eligible seniors who have met the minimum requirements and are enrolled members of Sitka Tribe of Alaska.
2. Eligible juniors who have met the minimum requirements and are enrolled members of Sitka Tribe of Alaska.
3. Eligible sophomores who have met the minimum requirements and are enrolled members of Sitka Tribe of Alaska.
4. Eligible freshmen who have met the minimum requirements and are enrolled members of Sitka Tribe of Alaska.
5. Eligible Graduate students may be considered providing that funds are available
6. Other qualified applicants will be considered providing that funds are available

EDUCATION COMMITTEE

Completed applications are presented to Sitka Tribe of Alaska Education Committee for review. The Education Committee members include at least two tribal council member and in interested tribal citizens. Their responsibilities are to: select eligible applicants who have met the minimum requirements of the Higher Education program, approve/deny applications, review and determine funding awards, review academic progress, probation and suspension. Current Education Committee Members are: Clara Gray, Mary Purvis, Roxanne Houston, Pam Steffes, and Robi Craig.

APPLICATION PROCESS:

To qualify for the Higher Education program, applicants must meet the following criteria:

- ***Application must be postmarked or delivered by May 1st (Academic Year) or October 1st winter/(spring funding only)***
- Must be an enrolled member of the Sitka Tribe of Alaska
- Must be an enrolled member of a Federally recognized tribe (CIB)
- Must have a high school diploma or GED
- Must have a complete file for application to be considered. A complete file consists of the following:
 - Sitka Tribe of Alaska higher education application on file
 - Official transcripts from all academic institutions attended
 - A letter of acceptance from the college/university student will be attending
 - Financial Need Analysis, filled out and signed by the Financial Aid Officer at the college/university student will be attending
 - Students are required to apply for Federal Aid via FAFSA (Free Application for Federal Student Aid)
 - A Student Aid Report (SAR generated by the FAFSA) will be required before the committee will review the application
 - Release of information signed
- Continuing students are required to re-apply each year
- Students who are in default of any Federal or State loans (i.e. Perkins, Stafford etc.) are not eligible for Sitka Tribe of Alaska's Higher Education scholarship funds until the loan(s) have been satisfied

COURSE APPROVAL

Students must be attending school full time at an accredited 2-year Jr. College (credits must be transferable to a 4 year school) or at a 4-year college/university. The committee may provide funding for the following academic degrees: Graduate, Bachelor, and Associate degree programs. Students that wish to attend school year round may request that their award be amended accordingly.

NOTIFICATION OF GRANT AWARD

Students will be notified in writing regarding their grant award. The award notice will state the specific amount and length of the scholarship.

PAYMENT OF GRANT AWARDS

Payments will be made to the student at the beginning of each quarter/semester through the financial aid office at the college/university where the student is attending. In the event that a student fails or drops out of his/her program, the school has been instructed to return any remaining STA funds.

ACADEMIC PROGRESS DURING TRAINING

The following are the minimum academic requirements:

- All scholarship recipients are required to maintain a 2.0 G.P.A. (not cumulative) at full-time status (12 credits or more unless college/university specifies a different system of calculating full-time status).
- Graduate students must maintain the minimum standards, and maintain a full course load (as determined by the graduate program)

COMPLETION OF PROGRAM/TRAINING

Once a student has successfully completed their degree program, they are required to submit an official transcript and a copy of their diploma to the STA Education Department. Also, seniors are required to provide information for an Education edition newsletter that is published annually by Sitka Tribe of Alaska.

TRANSFERRING

A student may transfer to any accredited school of their choice providing that the student notifies STA-Education in writing in a timely manner. Upon transfer, a student must submit the STA Education department: 1. Brief letter to the Education Committee explaining: reason for change, new school information, etc. 2. New Budget forecast that reflects new budget from school 3. Letter of Admission

ACADEMIC PROBATION

Students who do not meet the minimum GPA and credit hour required by STA's Higher Education Program will be placed on academic probation. Students will be notified in writing of academic probation. Students will have 1 term set by the college/university, to meet the minimum standards. Failure to meet the minimum standards by the end of the probationary term will result in an academic suspension

ACADEMIC SUSPENSION

If a student has not met the academic standards by the end of the probationary period they will be placed on academic suspension. Students will be notified by certified mail. All funding through the Sitka Tribe of Alaska will be suspended until the student has met the minimum standards required by STA's Higher Education Program. Students may be eligible for reinstatement of funding once they have met the minimum standards. Official transcripts from the college/university will be required to determine eligibility.

APPEALS

Students wishing to appeal a denial of funding must submit a letter stating the reason (s) for the appeal to the Sitka Tribe of Alaska's Education Department. The Education Committee will meet within 72 hours after receipt of the appeal to review and decide on the appeal. The Education Committee's decision will be final. Students will be notified by certified mail as to the outcome of the decision

****For a more detailed understanding of the STA Higher Education Policy, please see handbook***



Sitka Tribe of Alaska

Higher Education Scholarship Application



STUDENT CHECKLIST

The following items are needed in order for your application to be complete and ready for review by the Sitka Tribe of Alaska's Education Committee.

- Completed STA Application**
 - Student/Education Information – including education goals (**DO NOT LEAVE ANY BLANKS – IF INFORMATION IS NOT APPLICABLE, DESIGNATE WITH N/A**)
 - Budget Forecast
 - Signed Release
 - Enrollment Verification
 - Financial Need Analysis - Completed & Signed by School's Financial Aid Officer

- Letter of Admission from the school you plan on attending**

- Official transcript(s) that reflect grades for last term of college and/or High School /GED** (If GED is submitted, please include scores)

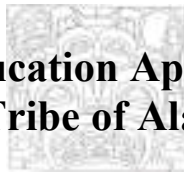
- Student Aid Report (SAR)** -Report generated via the Free Application for Federal Student Aid – must apply at www.fafsa.ed.gov or mail in paper application

- * **Applications must be received or postmarked by Deadline**
May 1st for Academic Year 2008-2009 or October 1st for Spring 2009 funding only

Mailing Address: Sitka Tribe of Alaska
Education Department
456 Katlian St
Sitka, AK 99835

Higher Education Application

Sitka Tribe of Alaska



APPLICANT INFORMATION			
Last Name	First Name	Middle Initial	Previous/Maiden Name
Social Security Number:	Student Identification Number:	Date of Birth:	Place of birth:
Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Single	Number of Dependents:	Tribe currently enrolled with:
Preferred contact (if mail or telephone, please indicate the address/number to use): <input type="checkbox"/> Email <input type="checkbox"/> Mail (school mailing address/permanent address) <input type="checkbox"/> Telephone (cell phone/school phone/permanent/summer telephone)		Email Address (es):	
Mailing Address - Permanent Residence and Summer Address:			
City		State	Zip Code
Mailing Address - While Attending School:			
City		State	Zip Code
Permanent Phone Number and Summer contact:	Phone Number While at School:	Cell Phone Number:	
EDUCATION HISTORY			
Earned: <input type="checkbox"/> High School Diploma <input type="checkbox"/> GED	Name of School:	City / State Earned In:	Month / Year Earned:
Previous College/University attended:			
Name	Dates Attended	Number of credit hours completed	Degree/Field of Study
Name	Dates Attended	Number of credit hours completed	Degree/Field of Study
EDUCATION PLAN			
Name of College/University you will be attending:	College Financial Aid Office Phone number: Toll Free: () - () -	College Financial Aid Office Fax number: () -	
Financial Aid Office Mailing Address:			
City		State	Zip Code
College/University Term Type: <input type="checkbox"/> Quarter <input type="checkbox"/> Trimester <input type="checkbox"/> Semester	Deadline for Fee Payments: Fall: Winter: Spring:	Number of Credits You Plan on Taking: Fall: Winter: Spring:	
Current Degree Program (circle if necessary): <input type="checkbox"/> Associates <input type="checkbox"/> Bachelors (B.S./B.A.) <input type="checkbox"/> Masters <input type="checkbox"/> Doctorate <input type="checkbox"/> Juris Doctorate <input type="checkbox"/> Other		Expected Date of Graduation:	
Class Standing in 2008/2009 Academic Year: <input type="checkbox"/> Freshman <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Graduate		Field of Study/Major:	Minor:

BUDGET FORECAST:

Anticipated expenses **MUST** reflect the budget for the Entire Academic Year. Students may obtain this information from the school's admissions office or in the school's catalog or website. **Tuition** (set by the school you will be attending) **Fees** (admission, technology or lab fees) **Room/Board** (as calculated by the school) **Books** (calculated by the school) **Transportation** (DO NOT include air transportation into your budget, you can include local transportation, i.e. bus passes) **Personal expenses** (may include items such as sundries, laundry and laundry supplies, can not include things such as personal debt or phone bills) **Other** (If you list something under this expense you **MUST** break it down and describe this expense in detail. If more room is needed please continue on the reverse side of the budget forecast page.

Resources for College (indicate "applied" if award amount is unknown)		College Expenses	
Student Contribution	\$	Tuition	\$
Parent Contribution	\$	Fees	\$
Spouse Contribution	\$	Room/Board	\$
Native Corporation Grant (specify: _____)	\$	Books/Supplies	\$
Native Corporation Grant (specify: _____)	\$	Local Transportation	\$
ANB/ANS Grant	\$	Personal Expenses	\$
Pell Grant	\$	Other (specify)	\$
Tuition Exemption	\$	Other (specify)	\$
College Work Study	\$	TOTAL EXPENSES	\$
College Scholarship (specify: _____)	\$		
Alaska Student Loan	\$		
Stafford Loan	\$		
Alaska Supplemental Loan	\$		
Alaska Family Education Loan	\$		
Supplemental Educational Opportunity Grant	\$		
Parent Plus Loan	\$		
Government Aid (Assistance/SSI)	\$		
Veteran's Assistance	\$	TOTAL EXPENSES	\$
Other:	\$	Minus TOTAL RESOURCES	- \$
Other:	\$	REMAINING UNMET NEED	\$
TOTAL RESOURCES	\$	Amount Requested (max \$1500/Semester or \$1000/quarter)	\$

STA's Scholarships are based on unmet need. The maximum scholarship is \$3000 per year (\$1000 per quarter or \$1500 per semester). If your unmet need is greater than STA's maximum scholarship, please indicate in detail how you will cover your remaining financial need.

Sitka Tribe of Alaska

Tribal Government for Sitka, Alaska



Education and Employment Department

PHOTO RELEASE FORM

I _____ authorize Sitka Tribe of Alaska's Education and Employment department to use the information I provide to be shared in an Education Edition Newsletter published by the Sitka Tribe of Alaska as well as recruitment purposes.

Student Signature

Printed Name

Date

RELEASE OF INFORMATION

I _____ give my permission to the Sitka Tribe of Alaska's Education and Employment Department to verify any academic or financial information that is needed to determine my eligibility for funding. I hereby give this permission for as long as required or until revoked in writing by me to:

**Sitka Tribe of Alaska
Education & Employment Department
456 Katlian Street
Sitka, Alaska 99835**

Signed this _____ day of _____, 200__

Student Signature

Student Identification Number

Social Security Number

Date of Birth

Sitka Tribe of Alaska
Department
456 Kalian Street
Sitka, Alaska 99835



Enrollment

Voice: 907-747-3207
Fax: 907-747-4915

Enrollment Verification
Name, Address, or Information Change

- Please verify Tribal Enrollment or Indian Blood Degree of the following individual:
- Please update vital statistics (*name change must be accompanied by documentation*):

Last	First	Middle	Maiden or <i>Previous</i>
Soc Sec.#	Date of Birth	Place of Birth	
Sex	Tribe (Tlingit, Haida, etc.)	Degree	
Phone Number	Residence Address	Mailing Address	
City	State	Zip Code	

Authorization for Release of Information

This authorized signature may come from the individual requesting, information, Interoffice Department, or Agency representing the individual.

Signature of Client	Today's
Date	
Representative & Name of Department or Agency	Today's
Date	

FOR ENROLLMENT USE ONLY: DO NOT WRITE BELOW THIS LINE

- The individual is
- Yes, enrolled in Sitka Tribe of Alaska
 - No, not enrolled in Sitka Tribe of Alaska
 - Provided documentation Certifying Indian Blood & Degree:

Document Identification Agency

Enrollment Department

Today's Date

BUDGET FORECAST

Student: Please complete only the top section only and then submit this form to your University or College FINANCIAL AID OFFICE

TO BE COMPLETED BY THE STUDENT							
Student Name:		Student Identification Number:			Social Security Number:		
<p>I give my permission for _____ to release any financial <small>(Name of University or College)</small></p> <p>or academic information to Sitka Tribe of Alaska's Higher Education Program.</p> <p>_____</p> <p style="text-align: center;">Signature of the Student Date</p>							
TO BE COMPLETED BY THE FINANCIAL AID OFFICE							
<p>This student has applied for the Sitka Tribe of Alaska Higher Education Scholarship and verified financial need information is required by you office before action is taken on the application. Please complete and forward this form or a similar form to the address listed at the bottom of the page. Thank you.</p>							
<p><input type="checkbox"/> Student has not yet applied for financial aid, need cannot be determined <input type="checkbox"/> Student applied late and will not be considered for funding <input type="checkbox"/> Student's application is incomplete and cannot be considered <input type="checkbox"/> Funds exhausted at this institution <input type="checkbox"/> Other:</p>							
<p>Budget Period: From _____ To _____ (Quarter / Semester / Trimester)</p>							
STUDENT RESOURCES/AWARDS						BUDGET	
	FALL	WINTER	SPRING	SUMMER	TOTAL		
Family Contributions						Tuition & Fees	
Student Contributions						Room & Board	
Alaska Student Loan						Books & Supplies	
School Scholarship						Transportation	
School Work Study						Personal Expense	
Pell Grant						Other:	
SEOG						Other:	
Stafford Loan						TOTAL COST	\$
Veteran's Benefits						(TOTAL RESOURCES)	\$
Tuition Wavier						UNMET NEED	\$
Perkins Loan							
Other:							
Other:							
<p>_____</p> <p style="text-align: center;">Signature of Financial Aid Officer/Advisor Date</p>							
FAO Address:			FAO Telephone		FAO Email:		

PLEASE RETURN TO: Sitka Tribe of Alaska OR Fax to: (907) 747-4915
Education Department Application Deadline: May 1st /Oct 1st
456 Katlian Street
Sitka, Alaska 99835