

REQUIREMENTS: (First-time applicants)

- Completed application form, including signed Privacy Statement
- Proof of Sac and Fox Tribal Membership (CDIB)
- Letter of admission from the college or university
- Semester class schedule
- Official college transcript (if you have previously attended college)
- Completed W-9 form if applying for College Living Allowance

REQUIREMENT: (Continuing students)

- Completed application form, including signed Privacy Act Statement (each semester)
- Semester class schedule
- Official college transcript with grades from previous semester
- Completed Verification of Academic Enrollment form
- Completed W-9 form if applying for College Living Allowance

IT IS THE RESPONSIBILITY OF THE STUDENT TO ENSURE THAT ALL REQUIRED DOCUMENTATION IS SUBMITTED WITH APPLICATION.

IT IS THE RESPONSIBILITY OF THE STUDENT TO DETERMINE IF THE SCHOLARSHIPS AND GRANTS AWARDED BY THE SAC AND FOX NATION SHOULD BE REPORTED AS TAXABLE INCOME.

PROGRAMS:

COLLEGE TUITION ASSISTANCE GRANT

This program will pay up to \$2,000.00 tuition assistance for a Sac and Fox undergraduate student per year. Full-time students will receive \$1,000.00 tuition assistance per semester; part-time students will receive \$500.00 tuition assistance per semester.

Awards are made on a first-come, first-served basis and **are not** available for summer semesters or mini-semesters. Payments will be made directly to the institution.

Freshman (0-32) and Sophomore's (33-65) credit hours are expected to earn a minimum GPA of 2.0 to remain in the program. Junior (66-98) and Senior's (at least 99) credit hours are expected to earn a minimum of 2.25 to remain in the program. Remedial, correspondence, repeat courses and courses that do not carry college credit will not be considered in the total of full- or part-time status. Incomplete grades (I) and withdrawals (W) will **not** be considered in the total amount of hours of the student's final semester grades. **Students must pass and complete ALL courses for which they receive funding.**

Failure to meet the academic requirements and unsatisfactory grades will result in probation status for the following semester. A student on probation status has one semester to meet the minimum academic requirements to be removed from probation status. Failure to meet the academic requirements will result in suspension of funding for the following semester. A grant recipient who is suspended will **not** be considered for future funding until the GPA is brought up to the required level.

Students who fail to comply with grant requirements and/or abuse an award shall be placed on suspension for the upcoming semester. Subsequent abuses will result in the student being disqualified from the program.

Students who withdraw from school, either officially or unofficially, without a valid medical reason will be suspended from the program until they have financed themselves one full semester and earned twelve (12) credit hours with a GPA of at least 2.0. Withdrawals for a medical reason will require documented proof of the illness before being reinstated in the program. The required documentation is as follows: (1) a letter from the student explaining the circumstances; and (2) a statement from a licensed medical physician explaining why the student could not complete the courses as required.

Students who fail to complete the courses for which they were funded will be placed on probation status and funding for the subsequent semester will be reduced based on the number of credit hours funded, but uncompleted. **For example:** If the student was funded for 12 credit hours but only completed 6, in the following semester 6 credit hours would be subtracted from the total enrolled hours and funding status would be based on that number.

- **For those colleges who are "fee based" we require that they submit the cost of the fees for the semester in lieu of tuition fees. (BC approved 3/28/16)**

COLLEGE TEXTBOOK AND SUPPLIES ASSISTANCE GRANT:

The program will pay up to \$500.00 for textbook assistance for both fall and spring semesters. Awards are made on a **first-come, first-served basis** and are not available for summer semesters or mini-semester. Payment will be made to the student to be used for the purchase of textbooks, class related reading materials, basic school supplies, and software related to the academic field. All receipts for purchases must be submitted to the Sac and Fox Nation's Education Department prior to the end of the semester.

Full-time students will receive \$500.00 for textbook assistance per semester. Part-time students will receive \$250.00 for textbook assistance per semester.

COLLEGE LIVING ALLOWANCE SCHOLARSHIP:

This program will pay full-time student \$800.00 for the fall semester and \$1000.00 for the spring semester. Part-time students will receive \$400.00 for the fall semester and \$500.00 for the spring semester. This program is **not** available to high school students who are concurrently enrolled in college courses at an accredited institution. Awards are made on a **first-come, first-served basis** and are not available for summer semesters or mini-semesters. Funding is intended to assist students with rent, utilities, food, household or other expenses.

Payments will be made directly to the student; therefore, it is essential that the student inform the Education Department of **any mailing address changes and also their e-mail addresses** as this is our only way of contacting you. Payments will be delayed if we do not have a correct address or a corrected e-mail address.

The Sac and Fox Nation's Education Department reserves the right to verify the student's academic enrollment at any time during the school year. Students who fail to comply with grant requirements and/or abuse an award shall be placed on suspension for the upcoming semester. Subsequent abuses will result in disqualification from the program.

APPEALS PROCEDURE:

- Within ten (10) business days of the disapproval of services, the applicant must submit a written appeal to the Chief of Staff. The applicant needs to provide documentation and sufficient details to warrant reconsideration of the denial/ disapproval of initial determination.
- Within (10) business days of the receipt of the appeal, the Chief of Staff will prepare a statement to the applicant explaining the action taken for or against the initial determination.
- If the applicant is not satisfied with the explanation provided by the Chief of Staff, he/she has ten (10) business days to provide a written request with all documentation to the Sac and Fox Nation's Business Committee. The Business Committee will make a final determination within thirty (30) business days. **All decisions/actions taken by the Business Committee are final.**

Name/Address of College:

Expected Graduation Date: _____

(CIRCLE ONE FOR EACH)

Enrollment Status: Full Time Part Time

Expected Degree: Associates / Bachelors/ Masters / Doctoral/ Other: _____

Year in College: Freshman Sophomore Junior Senior Graduate/Professional

PURPOSE OF EDUCATION STATEMENT: I declare that I will use any funds I receive from the Sac and Fox Nation RAP College Education Programs solely for the expenses connected with attendance at:

Name of Institution: _____

APPLICANT: PLEASE READ CAREFULLY AND SIGN BELOW

I hereby certify that 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 my financial package. I request that any Tribal tuition grant awarded to me will be mailed to the Bursar's Office/Financial Aid Office at my school. I understand that it is my responsibility to provide a copy of my transcripts to the Sac and Fox Nation Education Department at the end of each academic term. I have received a copy of the Sac and Fox Nation RAP College Education Programs Guidelines and questions pertaining to the programs have been answered to my satisfaction. I understand that I must comply with all requirements of the programs in order to receive continued funding by the Sac and Fox Nation.

Signature of Student

Date

Checklist for First-Time Applicants	Checklist for Continuing Students
• Completed Application Form/Signed Privacy Statement	• Completed Application Form/Signed Privacy Statement
• Proof of Sac and Fox Nation Tribal Membership	• Verification of Academic Enrollment Form
• Letter of Admission from College/University	• Semester Class Schedule
• Verification of Academic Enrollment Form	• Official College Transcript from previous semester
• Semester Class Schedule	• Completed W-9 Form
• Official College Transcript	
• Completed W-9 Form	



SAC AND FOX NATION COLLEGE EDUCATION PROGRAMS

VERIFICATION OF ACADEMIC ENROLLMENT

Name of Student:
Social Security Number:
Name of College/University:

Registrar's Office: Please complete the section below (or attach an official letter).

The above student is enrolled in _____ credit hours for the 20____ Fall / Spring (please circle one) semester.

The above student's enrollment status is considered to be:

_____ Full-Time _____ Part-Time

Registrar's Official Signature

(Official Seal/Stamp)

Please return this form to:

Sac and Fox Nation Education Department
920883 S. Highway 99
Stroud, OK 74079

Phone: 918-968-0509

Fax: 918-968-0542

Appvd. By BC 01/14/11

PRIVACY STATEMENT

The Privacy Act provides safeguards against an invasion of privacy through the misuse of records by federal agencies. Agencies which maintain a system of records on individuals are required to inform those persons on the following:

- The authority by which the agency is authorized to solicit the information and whether the disclosure of such information is mandatory or voluntary.
- The use or purpose for which the information will be used.
- The effects on the individual, if any, for not providing all or any part of the requested information.

The Sac and Fox Nation College Education Programs operate under the general authority of the Sac and Fox Governing Council policies. In accordance with the accountability required for the administration of funds appropriated for the program and to determine eligibility, certain information is required of applicants. This form authorizes the solicitation of the required information.

The applicant should understand that the intent of collecting and maintaining the data on individuals is for determining eligibility of the applicant and to provide the means to produce statistical records required for this office. Failure on the part of the applicant to provide the requested information will preclude the applicant from eligibility for the award. The Sac and Fox Nation may also list in the Tribal newspaper a list of student names who have received awards.

I have read the statement on privacy listed with the application form. I hereby provide the required information and authorize the use of such information to the extent of the uses specified in the statement.

WITNESSES SIGNATURE _____

APPLICANTS SIGNATURE _____

DATE _____