

SAC AND FOX NATION

COLLEGE EDUCATION PROGRAMS

REVENUE ALLOCATION PLAN GUIDELINES

The Sac and Fox Nation College Education programs are available to all Sac and Fox Nation tribal members who are attending an accredited institute of higher learning and working toward an academic degree. The Sac and Fox Nation Governing Council has provided funds for the continuing education needs of Sac and Fox tribal members who are working toward an Associate's Degree, a Bachelor's Degree, a Master's Degree, a PhD, or a professional degree (Juris Doctor, Medical Doctor, or Doctor of Osteopathic Medicine). Native Americans historically and presently have a higher rate of drop-outs and a lesser chance of attending institutes of higher learning. In order for the Sac and Fox Nation to continue to grow, be a productive tribe and meet the needs of its citizens, it is vital to foster an atmosphere that encourages all tribal members to educate themselves and to strive for excellence. It is also important for tribal members attending institutes of higher learning to know there is a community which supports their activities and pursuit of education in order to make a better life for themselves and to be productive tribal citizens.

The Sac and Fox Nation College Education programs are available to full-time and part-time undergraduate, graduate and doctoral college students. Student must be an enrolled Sac and Fox Nation tribal member. These funds are supplemental only and are intended to alleviate some of the financial responsibility of the student. The student should apply for other resources through the college Financial Aid Office as soon as possible. All awards are based on the availability of funds.

Undergraduates:	Full-Time: 12 or more credit hours
	Part-Time: Less than 12 credit hours
Graduate Students:	Full-Time: 9 or more credit hours
	Part-Time: Less than 9 credit hours

The Sac and Fox Nation Education Department will assist tribal members with only one degree in each level: Associate's, Bachelor's, Master's and Doctoral. Once a tribal member has received funding for a particular level of degree, he or she becomes ineligible for future funding for that same level of degree.

Funding is limited to ten (10) semesters for undergraduate students and six (6) semesters for graduate students.

APPLICATIONS

The completed application form and required documentation must be received by the Sac and Fox Nation Education Department on or before the semester deadline dates. Late and/or incomplete applications will not be processed.

Deadline for Spring Semester is March 1st. Deadline for Fall Semester is September 1st.

Requirements (first-time applicants):

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

Requirements (continuing students):

- Completed application form, including signed Privacy 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 all required documentation is submitted with the 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 Laptop Scholarship

This program will provide a laptop to each Sac and Fox Nation college student one time.

This scholarship is limited to students who have completed and passed at least 24 college credit hours and who are enrolled for the current and/or upcoming semester. Students who are on probation or suspension with the Sac and Fox Nation Education Department are not eligible for this program. This program is not available to high school students who are concurrently enrolled in college courses at an accredited institution.

Neither the Sac and Fox Nation nor the Education Department are responsible for any expenses incurred for warranty work, technical issues or upgrades to computers.

College Tuition Assistance Grant

Undergraduate Students

This program will pay up to \$2,000.00 tuition assistance per Sac and Fox Nation college 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 (BC revision 02-08-11). Payments will be made directly to the educational institution.

Freshman (0-32) credit hours and Sophomore (33-65) credit hours are expected to earn a minimum GPA of 2.0 to remain on the program. Junior (66-98) credit hours and Senior (at least 99) credit hours are expected to earn a minimum GPA of 2.25 to remain on 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.

Graduate Students

This program will pay up to \$4,000.00 tuition assistance per Sac and Fox Nation college graduate student per year. Full-time students will receive \$2,000.00 tuition assistance per semester. Part-time students will receive \$1,000.00 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 educational institution.

Graduate students are expected to earn a minimum GPA of 2.5 to remain on 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 do so will result in suspension from funding for the following semester. A grant recipient who is suspended will not be considered for future funding until such time as the GPA has been brought up to the required level.

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 semester GPA of at least 2.0. Withdrawals for valid medical reasons will require documented proof of the illness in order to be reinstated in the program: 1) a letter from the student explaining the circumstances; and 2) a statement from a licensed medical physician as to 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 instance, if a 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.

This program is also available to high school students who are concurrently enrolled for no less than three (3) credit hours in college courses at an accredited institution. Students must provide additional documentation with their application:

- High school transcript reflecting current enrollment

College Textbook and Supplies Assistance Grant

This program will pay up to \$500.00 textbook assistance per Sac and Fox Nation college student per fall and spring semesters. Awards are made on a first-come, first-served basis and are not available for summer semesters or mini-semesterS (BC revision 02-08-11). Payment will be made to the student in the form of a pre-paid VISA gift card and may be used to purchase textbooks, class-related reading materials, basic school supplies such as pencils, pens, paper, notebooks, calculators, etc. and software related to the academic field. All receipts for purchases must be turned in to the Sac and Fox Nation Education Department prior to the end of the semester.

Full-time students will receive \$500.00 textbook assistance per semester. Part-time students will receive \$250.00 textbook assistance per semester. This program is also available to high school students who are concurrently enrolled for no less than three (3) credit hours in college courses at an accredited institution.

Freshman (0-32) credit hours and Sophomore (33-65) credit hours are expected to earn a minimum GPA of 2.0 to remain on the program. Junior (66-98) credit hours and Senior (at least 99) credit hours are expected to earn a minimum GPA of 2.25 to remain on the program. Graduate students are expected to earn a minimum GPA of 2.5 to remain on the program. Students who are on suspension with the Sac and Fox Nation Education Department will not be eligible for this program.

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.

College Living Allowance Scholarship (Approved by BC 02-08-11)

This program will pay up to \$200.00 per month for full-time students per semester school year and will pay up to \$100.00 per month for part-time students per semester school year. 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 shall be used to financially assist the student with rent, utilities, food, household and other expenses.

Payments will be made directly to the student. It is the student's responsibility to keep the Education Department informed of any mailing address changes.

The Sac and Fox Nation 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 (Approved by BC 02-24-11) (Revised by BC 12-06-11)

Within ten (10) business days of the disapproval of services, the applicant must submit a written appeal to the Tribal Administrator with the documents and sufficient details to warrant reconsideration of denial or disapproval of application or services.

Within ten (10) business days of the receipt of the appeal, the Tribal Administrator will prepare a statement to the applicant with an explanation of initial determination.

If the applicant is not satisfied with the explanation provided by the Tribal Administrator, the applicant has ten (10) business days to provide a written request to the Sac and Fox Nation Business Committee. The Business Committee will make their final determination within thirty (30) business days. All decisions/actions taken by the Business Committee are final.