



# Saginaw Chippewa Tribal Scholarship Packet

Education Department · Higher Education Program

7070 E. Broadway Rd · Mt. Pleasant, MI 48858 · Office: (989) 775-4505 · Fax: (989) 775-4529



**Dear Tribal Scholarship Applicant,**

Congratulations on continuing your higher educational journey!

In order for us to begin your Saginaw Chippewa Tribal Scholarship application process, the following eligibility criterion items **must be completed** and sent to the Higher Education office:

- Higher Education Application
- Michigan Indian Tuition Waiver (Michigan residents only)
- Provide copies of SCIT tribal identification and state identification cards
- Copy of high school diploma/GED/transcripts
- Official Class Schedule
- Degree Audit/Program Plan (All courses must be approved by an advisor)
- Accreditation Information (Trade/Vocational/Online students only)
- Meet with institution's financial aid office and apply for free FAFSA standard form
- Original Receipts (Students enrolled in 1-5 credit hours)

Incomplete applications or missing documents during the application process will not be accepted. Should you have any questions or concerns, please contact the Higher Education at (989) 775-4505.



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## Saginaw Chippewa Tribal Scholarship Policies

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Education Director

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Youth Leadership Manager

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Post-Secondary Support Specialist

**SAGINAW CHIPPEWA TRIBAL SCHOLARSHIPS:** The Saginaw Chippewa Indian Tribe funds an extensive scholarship program for tribal members. Under this program students may receive scholarships for full or part-time enrollment status. These scholarships are available to undergraduate and graduate students. The Education Department reserves the right to request an academic progress report or attendance report from public colleges and universities for tribally funded students at any time.

### ELIGIBILITY CRITERION FOR SCIT SCHOLARSHIPS:

- A. Must be an enrolled member of the Saginaw Chippewa Indian Tribe of Michigan.
- B. Must be a United States Citizen.
- C. Must be enrolled or accepted for enrollment in an accredited public/private college or university or funded secondary institution or state accredited vocational/trade institution.
- D. Must apply for all campus based financial aid via the institution's financial aid office using FAFSA standard form.
- E. Must make application for the Michigan Indian Tuition Waiver.
- F. Must be pursuing a 2 or 4 year degree or stated accredited certificate program.
- G. High School students considering dual enrollment with a college or university must apply for the Youth Leadership Program and will not be considered for Tribal Scholarship funding.

### STUDENT SCHOLARSHIP REQUIREMENTS:

- A. Must use funds for direct educational expenses.
- B. Must maintain a minimum grade point average (GPA) 2.0 per semester.
- C. One semester probationary grace period for GPA clause violation.
- D. Must maintain academic level of enrollment throughout each academic semester. Voluntary withdrawal from classes will result in funding penalties in subsequent semester.
- E. Must submit official copy of class schedule at beginning of each academic period.
- F. Must submit official grade report at the conclusion of each academic period.
- G. Must maintain regular attendance of scheduled classes.
- H. On or before the successful completion of general education requirements, Students must meet with an academic advisor and submit completed academic audit at the beginning of their degree program and annually each academic year. Prior to funding, changes to degree majors must be presented to the Post-Secondary Support Specialist and Education Director for approval.

I. Students are limited to receive funding toward:

- One (1) vocational/trade institution
- One (1) Associate degree
- One (1) Bachelor degree
- One (1) Master degree
- One (1) Doctorate degree

Special consideration for an additional degree may be made by the Post-Secondary Support Specialist and the Education Director.

The Education Director will base their decision on the following criterion which includes:

- a. The student has made or is making a career change that requires an additional degree
- b. The student's previously tribally funded degree is not applicable to his/her current position.

The Post-Secondary Support Specialist will provide written justification for the director's decision which will be sent to the student and a copy placed in student's file.

J. Students must meet the following deadlines for submission of required documents to be eligible for a Tribal Scholarship:

Fall Semester – October 15  
Winter/Spring Semester – February 15  
Summer Semester – June 15

Documents must be post marked by the above date in order to be eligible for funding. Students who are unable to meet these deadlines due to program requirements must have a written statement from an advisor and a written agreement with the Post-Secondary Support Specialist on file *prior* to the deadline.

K. Scholarship Awards will be distributed in two (2) installments each semester to the student's institution. The award will be applied toward direct school expenses before being released to the student. The second installment will be processed upon successful completion of current semester and submission by student of grade report.

L. Students enrolled in a summer semester will receive Tribal Scholarship funding for student fees, textbooks, and supplies only.

M. Students who have received scholarship funds and have failed to complete or withdraw from a course(s) are considered in default. The student in default must repay the scholarship amount or the student will not be eligible for further funding. The student must contact the Higher Education Program to establish a repayment schedule. Students failing to contact the Higher Education Program may be subject to legal action.

- N. Scholarship students must submit an official transcript by June 30<sup>th</sup> each academic year funded for the purpose of processing academic incentive awards. No incentive awards will be processed after the June 30<sup>th</sup> deadline nor will they be processed retroactively.
- O. On-line degree programs will be considered for funding under the following conditions:
  - 1. Student must be pursuing a bachelor or higher degree.
  - 2. The student must have either attended no less than two (2) years (48 credit hours or equivalent) at a college or university or have earned an associate degree prior to enrollment in an on-line program.
  - 3. The school must be accredited.
  - 4. The student is responsible for requesting accrediting documentation to be submitted to the Higher Education Office.
  - 5. The student is responsible for providing supporting documentation (i.e. copy of associate degree or official transcript).

**SPECIAL CONSIDERATIONS:**

- A. Any enrolled member of the Saginaw Chippewa Indian Tribe who has been denied scholarship funding may file an appeal for reconsideration on his/her behalf. It must be typed and addressed to the Education Director.



# Higher Education Application

## Education Department · Higher Education Program

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Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle \_\_\_\_\_ Birthdate \_\_\_\_\_ SSN \_\_\_\_\_ Male \_\_\_\_\_  
Female \_\_\_\_\_

**PERMANENT HOME:**

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Cellphone \_\_\_\_\_ E-Mail \_\_\_\_\_ Michigan Resident: Yes No Married Single # Children \_\_\_\_\_

SCIT Membership # \_\_\_\_\_ District: \_\_\_\_\_ New Application \_\_\_\_\_ Renewal Application \_\_\_\_\_

**NAME OF HIGH SCHOOL ATTENDED:** \_\_\_\_\_

Address: \_\_\_\_\_

Date of Graduation: \_\_\_\_\_ Public \_\_\_\_\_ Private \_\_\_\_\_ BIA \_\_\_\_\_

Date GED Received: \_\_\_\_\_

**CURRENT COLLEGE/UNIVERSITY** Public Private

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**SCHOOL IS ON:** Quarter Terms Semesters

**COLLEGE MAJOR:** \_\_\_\_\_

Certificate AA AAS BA BS MASTERS DOCTORATE

Student Id: \_\_\_\_\_

**COLLEGE PREVIOUSLY ATTENDED:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**COLLEGE PREVIOUSLY ATTENDED:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

I will be a:

Freshman Sophomore

Junior Senior

Other (Specify) \_\_\_\_\_

Full Time Fall 20 \_\_\_\_\_

Part Time Winter 20 \_\_\_\_\_

Spring 20 \_\_\_\_\_

Summer 20 \_\_\_\_\_

**STATEMENT OF PRIVACY**

I declare that the information given by me on this form is true and complete to the best of my knowledge. I understand that this information is necessary for determining my eligibility and for certain statistical records as required by the BIA. I agree that this information may be shared by the BIA, the Saginaw Chippewa Indian Tribe, the State of Michigan and the colleges involved. I further agree to contact the financial aid office if I withdraw from college and I will return the portion of the scholarship covering the balance of the term funded. I understand that I must make satisfactory progress toward my degree and that I will maintain the minimum 2.0 grade point average for each funded term. I will provide an official grade report at the end of each semester funded and an official copy of my grade transcript at the end of each academic year.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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## Saginaw Chippewa Tribal Scholarship Program

### FAQ

- **What is a Tribal Scholarship?**

The Saginaw Chippewa Indian Tribe funds an extensive scholarship program for Saginaw Chippewa Tribal Members that are full or part-time trade/vocational, undergraduate or graduate higher education students and reserves the right to request an academic progress report or attendance report from public colleges and universities for tribally funded students at any time.

- **Is the scholarship financial aid or a school loan?**

No, the program offers tribal scholarship funds for reimbursements and scholarships (based on programs and number of credit hours).

- **When will I receive my scholarship?**

Scholarships are processed in the order that they are received. Please allow 7-10 business days for processing. Failure by students to submit documentation in a timely manner will result in payments being delayed and or denied.

- **What if I don't receive my scholarship within 7-10 business days?**

If you have not been notified about the status of your tribal scholarship check, please contact the Higher Education program.

- **How do I know if my scholarship or reimbursement has been processed or if my scholarship check is ready?**

Higher Education will notify students via email or by phone about the status of their tribal scholarship. If you have not been contacted regarding the status of your tribal scholarship, please contact Higher Education.

- **Can I cash my Tribal Scholarship myself?**

Yes and no. Tribal scholarships are distributed in two installments. For the first installment, no because the scholarship is issued in the student's name as well as the institution. For the second installment (also known as a remaining balance), yes because it is issued directly to the student and is processed upon the successful completion of the current semester and submission by the student's grade report.

- **What is the Michigan Indian Tuition Waiver?**

The Michigan Department of Civil Rights provides a tuition waiver application for Saginaw Chippewa Tribal Members that have resided in the state of Michigan for 12 months or longer whom are enrolled and accepted in accredited public colleges or universities.

## Saginaw Chippewa Tribal Scholarship Program FAQ Continued....

- **What if I want to attend two schools to finish my degree faster, will my tuition waiver apply to both schools?**  
Yes, students are able to “dual enroll” into two institutions however students are responsible for completing the “Transfer/Dual Enrollment Request” section of the Michigan Indian Tuition Waiver.
- **How do I know if my school works with the Michigan Tuition Wavier?**  
If you’re unsure if your school accepts the Michigan Indian Tuition Waiver please visit:  
[http://www.michigan.gov/documents/mdcr/michigan\\_public\\_institutions\\_revised\\_369627\\_7.pdf](http://www.michigan.gov/documents/mdcr/michigan_public_institutions_revised_369627_7.pdf)
- **If the institution I am attending is eligible for the Michigan Indian Tuition Wavier and I submitted my wavier application with Higher Education, how do I know when the waiver has applied to my student account?**  
For all Michigan Tuition Waiver inquiries please contact the Michigan Department of Civil Rights at (517) 241-7748. The Higher Education program does not issue any tuition waivers or payments to your institution.
- **Does my scholarship pay for my college tuition?**  
No and yes. If your school is not listed on the Michigan Public Institutions, then YES you pay for college tuition. Also, if a tribal scholarship does not pay towards a tuition balance in full, than yes students are responsible for paying the remaining balance.  
  
If you attend any of the schools listed on the Michigan Department of Civil Rights list of Michigan Public Institutions, than in most cases NO your tuition is waived by the Michigan Indian Tuition Waiver. If you are experiencing issues with your waiver or need further assistance, please contact the Michigan Department of Civil Rights.
- **Does the program reimburse me for my books or student fees?**  
No, the program only reimburses students enrolled in 1-5 credit hours who purchased any course required text books, student fees or course required materials. Original receipts must be hand delivered or mailed to the Higher Education program office in order for students to be reimbursed.
- **What is an academic incentive award and am I eligible to receive one?**  
The Academic Incentive Award Program rewards students for their academic excellence by funding incentives of \$50.00 per credit hour for each class in which they receive a 3.0/B or better. The awards are distributed each year near the end of June.
- **I received “B” or better grades during the academic year, why didn’t I receive an Incentive?**  
In order for students to receive an academic incentive they must submit an official transcript to the Higher Education program by the annual deadline. Failure to submit an official transcript by the deadline results in non-payment for an award. All transcripts must be dated on or before the deadline.

## **Saginaw Chippewa Tribal Scholarship Program FAQ Continued....**

- **What if my official transcript was dated or post marked on the deadline, will I receive my incentive award at the Eagle Spirit Award Banquet?**

Transcripts that have been dated/post marked on or before the deadline may not be distributed at the time of the event due to the date Higher Education received the transcript, however the student will still receive a certificate for their accomplishments.

- **How do I apply for the Tribal Scholarship Program?**

Students can stop by the Higher Education program office to request a higher education application or call the Post-Secondary Support Specialist at (989) 775-4505. Tribal Scholarship packets can also be found on the [sagchip.org](http://sagchip.org) website.

- **What do I need to enroll in the program?**

Students that are interested in enrolling in the program must submit a copy of their Saginaw Chippewa Tribal ID, state ID or driver's license, a Higher Education application, Michigan Indian Tuition Wavier, official class schedule and a degree audit/program plan.

Students can also visit [www.sagchip.org](http://www.sagchip.org) for further information.

- **What if I fail, drop or withdraw from a class?**

Voluntary withdrawal, drop or failed classes will result in default funding penalties whereas the portion the student received in the first installment must be paid back to the Saginaw Chippewa Indian Tribe before any further funding can be issued.

- **How do I know when my class schedule or grade report is due?**

Higher Education will send out three "Information" Request forms that will serve as reminders. The first information request will be sent four months prior (or one month before the semester ends for students already enrolled). The second reminder is mailed the month a semester will end. The third (final) reminder will be sent the month of the funding deadline. If you have misplaced your information requests please contact Higher Education.

- **I just received an Information Request in the mail, it says that I need a degree audit/program plan...what is that and where can I get one?**

A degree audit is an outline of the degree that you are seeking and indicates which courses you need to fulfill your degree. If you know which degree you are seeking, you must see an academic advisor or a representative from your institution to declare your major/minors.

If you have not decided which degree you are going to study, please submit your institutions general education requirements.



## **Saginaw Chippewa Tribal Scholarship Program FAQ Continued....**

- **The tribal scholarship policy says that we have to be enrolled in an accredited public/private college or university or BIA funded secondary institution or state accredited vocational/trade institution...how do I know if mine qualifies for the tribal scholarship program?**

The best way to determine whether or not the institution you are attending is accredited is by requesting accrediting information from your institutions admission office or searching your institutions website.

- **What if the institution I am attending isn't accredited?**

Per the Tribal Scholarship Policy, if the institution you are attending or plan to attend is not accredited, you are not eligible for tribal scholarship funding.

- **The institution I am attending is private, am I eligible for tribal scholarship funding?**

If the institution you are attending is private and accredited than yes you are eligible for tribal scholarship funding. If your institution is not accredited, than you are not eligible for tribal scholarship funding. You may want to speak to a representative from your institution so they are able to confirm accreditation information.

- **What if I have more questions?**

For further information, students can call the Higher Education office at: (989) 775-4505 or (989) 775-4506, Monday through Friday during working hours of 8:00am to 5:00pm (closed for holidays).

## Saginaw Chippewa Indian Tribe of Michigan Tribal Scholarship Award Schedule

### Saginaw Chippewa Tribal Scholarships

The Saginaw Chippewa Indian Tribe funds an extensive scholarship program for tribal members. Under this program students may receive scholarships for full or part-time enrollment status. Scholarship awards are distributed in two installments; at the beginning of semesters (must submit an official class schedule) and at the end of semesters (must submit an official grade report) each academic term. These scholarships are available to undergraduate, graduate, trade, and vocational students. The Education Department reserves the right to request an academic progress report or attendance report from public colleges and universities for tribally funded students at any time.

#### Undergraduate Scholarship Award Schedule by Academic Semester (16 weeks)

|                   |                                     |                          |
|-------------------|-------------------------------------|--------------------------|
| 1-5 credit hours  | Books & Fees only (\$500/Year Max.) | No Scholarship at ¼ Time |
| 6-8 credit hours  | \$1,000.00 per semester             | \$2,000.00 per year      |
| 9-11 credit hours | \$1,500.00 per semester             | \$3,000.00 per year      |
| 12+ credit hours  | \$2,000.00 per semester             | \$4,000.00 per year      |

#### Graduate Scholarship Award Schedule by Academic Semester (16 weeks)

|                  |                                     |                          |
|------------------|-------------------------------------|--------------------------|
| 1-2 credit hours | Books & Fees only (\$500/Year Max.) | No Scholarship at ¼ Time |
| 3-5 credit hours | \$1,000.00 per semester             | \$2,000.00 per year      |
| 6-8 credit hours | \$1,500.00 per semester             | \$3,000.00 per year      |
| 9+ credit hours  | \$2,000.00 per semester             | \$4,000.00 per year      |

#### Scholarship Award Schedule based on Academic Quarters/Terms (10 weeks)

|                   |                                     |                          |
|-------------------|-------------------------------------|--------------------------|
| 1-5 credit hours  | Books & Fees only (\$500/Year Max.) | No Scholarship at ¼ Time |
| 6-8 credit hours  | \$677.00 per quarter/term           | \$2,000.00 per year      |
| 9-11 credit hours | \$1,000.00 quarter/term             | \$3,000.00 per year      |
| 12+ credit hours  | \$1,333.00 per quarter/term         | \$4,000.00 per year      |

#### Scholarship Awards for Private Vocational/Trade Schools (Prorated)

##### Number of Weeks @ \$156.00 per week based on 16 week semester

| No of weeks | 1      | 2      | 3      | 4      | 5      | 6      | 7      | 8        |
|-------------|--------|--------|--------|--------|--------|--------|--------|----------|
| Amount      | 125.00 | 250.00 | 375.00 | 500.00 | 625.00 | 750.00 | 875.00 | 1,000.00 |

| No of weeks | 9        | 10       | 11       | 12       | 13       | 14       | 15       | 16       |
|-------------|----------|----------|----------|----------|----------|----------|----------|----------|
| Amount      | 1,125.00 | 1,250.00 | 1,375.00 | 1,500.00 | 1,625.00 | 1,750.00 | 1,875.00 | 2,000.00 |

\*The Higher Education funding schedule is subject to change.

\*\*Please note: The above figures are based on the current scholarship schedule approved by Saginaw Chippewa Tribal Council – July 16, 2014.