

Coyote Valley

Band of Pomo Indians

Tribal Higher Education Award Application



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COYOTE VALLEY BAND OF POMO INDIANS TRIBAL HIGHER EDUCATION AWARD APPLICATION REQUIREMENTS

APPLICATION DEADLINES: All applications will be considered on a first come, first served basis, based on the availability of funds. First priority will be given to applicants who have fully provided all completed documentation needed to continue process of award funds.

POLICY & PROCEDURE: To receive the *Tribal Higher Education Award*, students must comply to all request that our listed.

1. ELIGIBILITY REQUIAREMENTS:

- Must be a member of the Coyote Valley Band of Pomo Indians
- Must be accepted for admission to a nationally accredited institution of higher education, which provides a course of study conferring the Associate of Arts, Bachelor's degree, or Master's degree

2. UNIVERSITIES, COLLEGES, and VOCATIONAL:

- The College, University, or Vocational program a student elects to attend must be accredited by a nationally accredited agency or institution.

3. REQUIRED APPLICATION DOCUMENTS:

- Students must have completed grant application to be considered for the semester/quarter. After all application documents are submitted, an acknowledgement letter will be mailed to the student notifying them if their application was completed or incomplete. A complete application package must include:
 - Coyote Valley Tribal Higher Education Award Application
 - Tribal Enrollment Certification
 - Current College Transcripts (Does not apply to In-coming Freshmen)
 - Current College class schedule by accredited institute administration office or official institute website

4. REASONS FOR TRIBAL HIGHER EDUCATION AWARD DENIAL:

- Application not submitted in a timely manner
- Incomplete application
- Student not an enrolled member of the Coyote Valley Band of Pomo Indians
- Student not attending school, dropped out, or did not register
- Student in default Coyote Valley Tribal Higher Education Program
- Failed to surpass their Probationary Period given

5. AWARD PROCESS:

- Awards will be made on a semester or quarter basis. Once an award has been determined, an award letter will be sent to the student notifying them of the award amount and semester funded.

6. CONDITIONS FOR CONTINUATION OF AWARD:

- Students receiving the *Tribal Higher Education Award* must maintain acceptable academic standing at College, University, or Institute level; demonstrate satisfactory progress toward degree requirements, submit a written request (application) in advance for the next year's award in a timely manner Grade reports of each student are to be reviewed at the end of each semester or quarter. Students earning less than a "C" average grade (GPA 2.0) may be continued on a probationary award. The recipient shall agree to the following conditions set forth by signing and dating the application form.
 - Grantee shall submit a new application each academic year.
 - Grantee shall submit their transcripts of the last semester/quarter attended.
 - Grantee shall submit current class schedule for semester/quarter requesting award for.
 - Grantee shall be responsible for keeping the Coyote Valley Tribal Administration informed of his/her status once he/she has entered college. A change of address, intent to transfer to another institution and academic progress shall be made known as soon as possible. All changes must be made in writing for documentations.

7. ACADEMIC PROBATION PROCEDURES: Students currently receiving funding will be put on probation IF THE FOLLOWING EVENTS OCCUR:

- Student's GPA falls below the minimum "C" average (GPA 2.0) requirement
- Students that fall below the minimum units required for education awards they have received funds for.
- Have dropped out of their elected institute

If any of the above three definitions of academic probation are violated, a student will be place on academic probation their following semester.

A student must adhere to the following while on Academic Probation:

- Maintain "C" average GPA or above (GPA 2.0[^])
- Maintain a high standard of classroom attendance
- Part-time students shall maintain 6 units or above for one full academic semester
- Full-time students shall maintain 12 units or above for one full academic semester

Note: If failure to meet these directives while on an academic probation period, a student will be ineligible to apply for the *Tribal Higher Education Award* one whole academic year.

**Coyote Valley Band of Pomo Indians
Tribal Higher Education Award Application**

All information requested is voluntary; however, failure to fully complete all application parts may result in delays of processing this application or make it impossible to process at all.

Award Type:

- Higher Education Award (HEA)_____
- Enrichment Award (EA)_____
- Adult Vocational Award (AVA)_____

Student Information:

Name: _____

Social Security Number: _____

Address: _____

Telephone Number: _____

Email Address: _____

Date of Birth: _____

Gender: Female ____ Male ____

Tribal Affiliation: Coyote Valley Band of Pomo Indians

Enrollment Number: _____

APPLICATION REQUEST FOR ACADEMIC YEAR: 20__ - 20__

FULL ACADEMIC YEAR: ____ SPRING ONLY ____ FALL ONLY ____ SUMMER ____
(Check One Only)

FULL – TIME ____ PART – TIME ____

Name and Address of College Selected:

Course Study Major: _____

Expected Graduation Date: _____

Expected Degree: A.A. (Associate of Arts) _____ B.A. (Bachelor of Arts) _____ MA (Master of Arts) _____ Other _____

Year in college: Freshman _____ Sophomore _____ Junior _____ Senior _____ Graduate _____

Have you received a Tribal Higher Education Award before? YES _____ NO _____

If yes, what year(s): _____

NUMBER OF SEMESTER HOURS EARNED (To Date): _____

NUMBER OF CREDIT HOURS EARNED (To Date): _____

STATEMENT OF EDUCATION PURPOSE: I declare that I will use any funds I receive under the *Tribal Higher Education Award* Program solely for expenses connected with attendance at my designated college/Institute. I authorize the school to release grades and class schedules to the COYOTE VALLEY TRIBAL ADMINISTRATION, *Tribal Higher Education Award* Program.

PRIVACY ACT AND PAPERWORK REDUCTION ACT STATEMENT

This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), December 31, 1974. Although furnishing personal information to this office is voluntary, failure to supply complete and accurate information may preclude the applicant from eligibility for assistance under this program.

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 necessary agencies to complete my application package. I will provide a copy of my grades or transcripts to the COYOTE VALLEY TRIBAL ADMINISTRATION at the end of each term.

Signature of Student: _____

Date: _____