

Paiute Indian Tribe of Utah
Tribal Scholarship
Program Information

Policy and Procedures

Return Completed Applications to:
PITU Education Dept
440 North Paiute Dr
Cedar City, UT 84720

Calendar and Time Line for all Scholarship Applications

November and December:

Contact College or University and request an application.

January:

The Paiute Indian Tribe of Utah scholarship applications are available from the education department, “upon request.”

February:

Apply for Free Application for Federal Student Aid (FASA) as soon as possible, in order to receive your Student Aid Report (SAR).

March:

Tribal scholarship application is accepted, for the fall semester/term by the P.I.T.U. Education Department.

June:

Deadline: **June 30th** is the deadline for the Tribal Scholarship application, for the fall semester/term.

July:

Paiute Education Committee Meeting will be held.

⇒ **Applicant’s**

⇒ will be notified by mail or phone call, if the applicant needs to attend the education committee meeting?

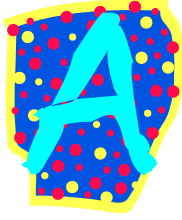
⇒ individual’s will be notified as soon as possible regarding the decision of the Education Committee.

August:

Tribal Scholarship applications for College/University’s are being accepted, for the spring semester/term by P.I.T.U. Education Department.

November:

Deadline: **Nov 30th** is the deadline for the Tribal Scholarship application, for the spring semester/term.



Tips on filling out the Paiute Scholarship Application

- ✓ Come into the Higher Education Office in Cedar City
- ✓ Pick up a packet (application) + Financial Aid Information
- ✓ NOTE: You May go to any college of your choice, but it has to be a college that is **accredited**.
- ✓ Scholarship is Tuition only. (“Last dollar” Aid)
- ✓ The amount given to a student is dependent upon their need. (This decision is not determined by the Higher Education Department).
- ✓ There is a Higher Education Financial Needs Analysis in the Application Packet. You will need to fill out the top portion-where it says, “to be completed by the student”. After you fill out the top portion, you will need to send this form to the college/university of your choice. They will fill out the bottom portion, and then they will submit it to our office.
- ✓ **Please try to start your application process 2-3 months before the deadline, because:**
 - i. You will need an acceptance letter from the college/university
 - ii. You will need to apply for **Federal Student Aid** (this takes about a minimum of three (3) weeks)
 - iii. You will also need your **financial needs analysis** returned to our office (some colleges/universities will take longer than others).

Remember: To get all these things together takes time.

- ✓ It is very important that you send your application a little earlier than the deadline dates. Late or incomplete applications will not be considered.
- ✓ **(The Education committee will not review any late or incomplete application).**
- ✓ **Please consider choosing a college/university that you can afford. Tribal scholarship is limited and may not support your needs.**
- ✓ Remember the education department and committee cares about you and your educational needs. If you have any questions, please feel free to contact us at:

Paiute Education Department
440 North Paiute Dr.
Cedar City, UT 84720

Phone: 435-586-1112
Fax: 435-586-7388

Dear Prospective Student:

Congratulation on your choice to continue your education at an institute of Higher learning! Unfortunately, this extensive application process is a necessity to give the education committee a complete summary of your individual circumstances. **Please use this check-off sheet, as a guide to make certain your application is complete and returned to our office before the specified deadline.** In order to avoid delays periodically contact your College/University's **Admissions office, Financial Aid office** and the **PITU Education office**, to ensure your application is completed. All schools and Tribal Ed Departments have their own polices and deadlines check with your school and Tribal Ed. Department to confirm your required deadlines.

Scholarship Program Deadline Dates:
Fall Semester June 30th and
Spring Semester November 30th

DOCUMENTS REQUIRED

New Students and Returning Students who previously attended a College/University:

_____ Paiute Indian Tribe of Utah Higher Education Grant Application with the following:

- _____ Letter
- _____ Consent to Release Information
- _____ Signed Agreement
- _____ Needs Analysis completed and mailed to the Financial Aid Office at the College/University.
- _____ Proof of Residency-Signed by Band Chair.

_____ Completed Free Application for federal Student Aid (FAFSA). Submitted and returned information with results

_____ Financial Needs Analysis filled out by College/University Financial Aid officer and Returned

_____ Official High School Diploma w/Transcript or GED Certificate w/Test scores

_____ Official Letter of Admission from College/University

_____ C.I.B. (Certificate of Indian Blood can be obtained from the PITU Enrollment office).

Continuing Students who are still attending the same College/University:

_____ Paiute Indian Tribe of Utah Higher Education Grant Application with the following:

- _____ Letter
- _____ Consent to Release Information;
- _____ Signed Agreement;
- _____ Needs Analysis completed and mailed to the Financial Aid Office at the College/University.

_____ Completed Free Application for Federal Student Aid (FAFSA). Submitted and returned information with results.

_____ Financial Needs Analysis filled out by College/University Financial Aid Officer and returned.

_____ Current Official Transcript from all Colleges/Universities attended.

PITU Scholarship Eligibility and Priority Guidelines

RULES AND REGULATIONS FOR BECOMING A PAIUTE TRIBAL HIGHER
EDUCATION SCHOLARSHIP RECIPIENT.

To be eligible the applicant must:

1. Be enrolled with the Paiute Indian Tribe of Utah
2. Priority will be given to Paiute Tribal member who live within the service area.
 - A. Continuing Students
 - B. First Time Applicants
 - I. High School Graduates
 - II. GED Recipients
 - III. First Time Undergraduates
 - C. Undergraduates
 - D. Members outside the state of Utah but are residents of the State in which students will be attending.
 - E. Members outside the State of Utah but are not residents of the state in which student will be attending school.
 - F. Graduate Students (Grad students are not considered continuing)
3. Admitted for enrollment in a state-accredited institution. The course of study must be from an accredited (state) institution and must result in the attainment of a degree, certification or other instrument, which indicates successful completion.
4. Submit a complete application packet by the established **June 30th for fall or November 30th for spring semesters**, due date.

Indians from other tribes:

The scholarship office will accept applications from members of federally recognized Indian Tribes who have maintained a permanent resident on the reservation for one (1) year preceding the application. Indians from other tribes will also need to show proof that they were denied services from their own tribe.

Applicants are advised that the priorities established by the Tribal Education committee are that members of the PITU are given priority over other applicants. To the extent resources permit, non-PITU applicants will be accepted. The only funds applicable are those funds that are identified as federal. No tribal funding will be granted to non-tribal members. All Indians from other tribes must appear in front of the education committee each year.

Eligibility: Credit Limit:

Academic Demand Requirements:

Students may be provided financial assistance to complete the following:

- Associate Degree: maximum quarter credits of 134
- Associate Degree: maximum semester credits of 70
- Bachelor Degree: maximum quarter credits of 225
- Bachelor Degree: maximum semester credits of 154

Students who have exceeded the maximum credit allowance must petition the department for financial consideration.

Funding Amounts Available

Financial grants (tribal scholarships awarded by PITU are considered “last dollar” aid). The scholarship will cover tuition amount only up to \$2500.00.

Financial grants (tribal scholarships) awarded by PITU are considered supplemental to campus-based aid. In the year 2010-2011 the amount will be up to and not to exceed \$5000.00 per student pending their financial need. Funds necessary beyond what is available shall be the responsibility of the student to obtain.

Financial Needs Analysis:

The student is responsible for filling out the top portion of the financial needs analysis. Once the top portion is completed the student is responsible for submitting the financial needs analysis to the financial aid department at the school they selected to attend. A student is awarded funds based on their unmet need and projected fiscal year budget.

Summer School:

To the extent that funds are available, students wishing to attend summer school may receive financial assistance from the Tribal Scholarship Program to off set the cost of tuition, fees and books. Applications will be approved on a case-by-case basis. Students who wish to apply for summer assistance must do so before March 1st.

Rules and Regulations:
Student Requirement:

1. To apply for funding students must have all items submitted to the PITU Education Department by the deadline date.
2. All non-continuing students must appear in front of the education committee during regularly scheduled meetings. Students will be informed of these meetings once application is submitted by the due date.
3. Read and understand the rules and regulations.
4. Funded students must submit a current grade report at the end of each Quarter/Semester and an official grade transcript at the end of each school year to the PITU Education Department.
5. Students must declare major area of study by the beginning of their second year.
6. Funded students must maintain a 2.0 GPA, full or part time.
 - a. Full time – 12 credit hours minimum
 - b. $\frac{3}{4}$ time – 7 to 11 credit hours
 - c. Part time- 1 to 6 credit hours
7. All first year students are required to enroll in and utilize tutoring and /or learning and resource centers.
8. All students must have an advisor assigned at the college or university that they are attending.
9. All students must review academic schedules with PITU Education Department Counselor.
10. Students must attend classes on a regular basis.
11. All students must apply for Financial Aid (FAFSA).
12. All students must report any other financial assistants.
13. Biweekly checks will be issued at a reasonable amount to meet college expenses, based on receipt of PELL, SER, VA, and other available funds.
14. Signature Forms: Attendance forms must be turned into the PITU Education Department the Wednesday proceeding check day. If forms are not turned in that

- day, checks will not be printed until one has been turned in. This could cause a delay in receiving your check.
15. If a student forges teacher's signatures on attendance form, he/she will be suspended for the rest of the semester/quarter.
 16. A level of aid will be established using the financial needs analysis, and reasonable student need.
 17. Training limited to a five-year period.
 18. Sophomores, juniors and seniors must turn in a graduation requirement sheet, completed and signed by their college major advisor, each year until graduation.
 - 19. All students must re-apply each year for funding.**
 - 20. All students are required to follow the rules and regulations that have been established. If rules and regulations are not complied with termination or suspension could occur.**
 21. Second year student and beyond with our program that have a GPA of 2.8 for the previous term, will not need to submit an attendance form unless they are on probation. If the student drops below the GPA of 2.8 in any of their future terms they will be required to fill out the attendance form during the next term.
 22. Students who apply for the program, but later decide not to go to school when approved; must also notify the PITU Education Department within the first five days of the term, explaining future educational plans. If notification is not received by PITU Education Department during the time requirement the student will be suspended from the program for one year.
 23. Students who choose to drop out of school must notify PITU Education Department within 5 working days of the official drop out date. If a student does not notify PITU Education Department in the time requirement the student will be suspended from the program for one year. If money was paid after student drops out they will need to return the amount paid.
 24. Students must notify PITU Education Department when class schedule changes or when classes have been dropped. If a student drops a class and they drop below full-time or part-time their scholarship amount will be adjusted to the new amount. If the

student has already exceeded the new amount, stipends will be dismissed and student will be put on probation for the next semester or term.

Disciplinary Action:

Suspension/Probation

1. All full time students are required to carry 12 or more credits per semester/term and to achieve a 2.0 GPA for the hours that they are enrolled.
2. Students are placed on probation after one semester/term of less than a 2.0 GPA or if they fall below the credit hours that were approved.
3. After 2 consecutive semesters/term of failure to meet the 2.0 GPA and the minimum hours, the student will be suspended for 1 year.
4. All students will be ineligible for Higher Education Funding for 1 academic year after suspension
5. After 1 academic year, the student may reapply and if he/she was able to sustain an average GPA of 2.0 or higher. If accepted, the Paiute Education Committee may readmit the student on a final probationary status for one semester/quarter after a review.

If the student fails to meet the 2.0 GPA and the minimum hours for this final probationary semester/term, he/she will only be eligible or not eligible for further funding, after a review by the PITU Education Committee.

Definitions

- Academic Year-** A period of time in which a full-time student is expected to complete the equivalent of at least two (2) Semesters, two (2) Trimesters, or three (3) Quarters at institutions that measure academic progress in credit hours.
- Accreditation-** A certification of an institution of higher education by a sanctioned national or regional accrediting agency or association recognized by the Secretary of Education.
- Campus-based Aid-** The Federal Financial Aid Program (SEOG, SSIG, Work Study, and Perkins Loan) administered by the Financial Aid Office at an institution of higher education.
- Continuing student-** A grant recipient who received a Tribal Scholarship and attended college the previous term.
- Eligible institution-** An institution of higher education that is accredited by a national or regional accrediting agency that accepts Federal Student Aid.
- Financial Aid Office-** The office of an institution of higher education that has responsibility for institutionally administered financial aid.
- Financial Aid Packet-** The Institutions documents that identify the amounts and types of financial aid awarded by the Institution, and the amount of unmet need.
- Full-time student-** A student who is carrying a full-time academic workload with twelve (12) or more credit hours, under standards applicable to all students enrolled in that student's particular program.
- Higher Education Need Analysis-** is a process using a form prepared by the institution's Financial Aid Officer based upon the Federal Student Aid Report (FSAR) that determines the amount of unmet need.
- Higher Education Office-** The Tribal Higher Education Office who administers funds appropriated for higher education grants to eligible students.

- Incomplete application-** A Grant Application that's not properly filled-out with all the necessary forms attached and with the required documents needed to provide the student with financial assistance.
- New student-** An individual who has never received a Tribal Scholarship from the Paiute Tribe Higher Education Office.
- Returning student-** A student who has in the past received a Tribal Scholarship from the Paiute Tribe Higher Education Office and decides to return back to school after being absent more then one (1) semester to further their education.
- Transfer student-** A student who is currently receiving a Tribal Scholarship from the Paiute Tribe Higher Education Office and plans on transferring from one school to another within that same academic year.
- Unmet Need-** The difference between the student's cost of education and the resources available to defray those costs. Resources available include federal, state and institutional financial aid, which exclude Tribal grants.