

Tribal Education Program Funding Requirements Affecting SCC Students Effective Spring Semester 2006

Changes

1. New guidelines go into effect for Spring 2006 superseding all previous guidelines and decisions.
2. Funding Changes (includes funding from BIA and Tribal sources):
 - a. Education funding will cover the cost of tuition, fees and books (including equipment required for courses, test fees, or insurance fees). Documentation is required.
 - b. Miscellaneous funding (to assist with transportation) of \$500 will be made available to each full-time student and \$250 to each part-time (6-11 hours) student.
 - c. Incentive funding (based upon maintaining a GPA of 2.50 or better with no grade below a "C") of \$500 for full-time and \$250 for part-time students. This is awarded after the semester ends based upon grades.
3. Only enrolled members of the Eastern Band of Cherokee Nation are eligible.
4. Application Requirements for eligible students – ALL of the following items must be received for a student to be considered complete and eligible:
 - a. Apply to Tribal Ed for assistance.
 - b. Apply for admission at SCC and be accepted. A copy of the admission letter is required.
 - c. Complete and submit the FAFSA (if attending 5 or more hours).
 - d. Apply for 3 scholarships during the spring semester for next year. (Subject to waiver by Tribal Ed if Pell Grant received.) A copy of the application for each scholarship is required.
 - e. Submit an official transcript.
 - f. Register for classes.
5. Final deadline for submitting completed applications:
 - Fall Semester – July 1*
 - Spring Semester – November 1*
 - Summer Semester – April 1*

*** Registration for classes and billing at SCC may occur after the deadline without penalty to the student provided that the items listed in 4a-e are completed.**
6. Funding process:
 - a. Student registers for classes and receives a bill.
 - b. All grants and scholarships are awarded and applied to tuition, fees and books.

- c. Any remaining amount owed is billed to the Tribe.
- d. Miscellaneous and Incentive funding is sent directly to the student

7. Limits to funding:

- a. 8 full-time semesters, or 16 part-time semesters or a maximum of 126 semester hours.
- b. Can not attend more than 1 institution at a time.

8. Loss of funding**:

- a. Failure to maintain a 2.00 GPA or higher
- b. Failure to pass any class
- c. Withdrawing from a class or classes
- d. Dropping below 12 hours if a full-time student

**** Any of these will result in the student being required to repay the Tribe and could result in suspension from the program under certain circumstances.**

9. Release of information – On the back of the Tribal Education Assistance application is a release statement signed and dated by the student. It authorizes SCC to release to Tribal Education copies of grades, transcripts, account summaries, SAR's (Student Aid Report), and award letters. This blanket release will be filed with the Registrar's Office.

10. Each semester, Tribal Education will send a list of students eligible for funding. This list will be used by Student Services and the Business Office.

11. Future Goal – To add specific Career Incentives/Scholarships to encourage students in enroll in programs that are needed by the Tribe for economic development. Some careers mentioned: EMS, Surveying, Carpenters, and Electricians.

Processes and Procedures

1. Each student completes an application for Tribal Ed assistance. The back page includes a blanket release statement, signed by the student, giving the SCC permission to release grades, transcripts, account summary, SAR and award letters to Tribal Ed. These will be sent either in bulk or as appropriate.
2. Tribal Ed will forward a list of students approved to participate in Tribal Assistance. The list, regularly updated, will be faxed to Student Services and distributed to Financial Aid, Registrar's Office and the Business Office. The list will be used as the fee deferment list.

SCC Staff Involvement

Phil Weast, Dean of Student Services

Melody Lawrence, Financial Aid Director

Suzie Gregory, Financial Aid Officer

Jan Smith, Testing Coordinator/Enrollment Counselor

Rita Norris, Assistant Comptroller

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