



**Yavapai-Apache Nation**  
**Higher Education Department**  
2400 West Datsi Street  
Camp Verde, Arizona 86322  
Phone (928) 649-6969 Fax (928) 634-1994

## HIGHER EDUCATION APPLICATION

In order to be considered for assistance, please complete and return the attached documents. Please complete ALL forms; not doing so may delay the application process. The following is a list of the required documents. Please use the list as a check-off sheet and keep for your records.

Documents included in this application:

- \_\_\_\_\_ **Student Information Sheet**, must be completed each academic year
- \_\_\_\_\_ **Goals and Student Agreement**, must be completed each academic year
- \_\_\_\_\_ **Financial Aid Review Form**, must be completed each academic year, full-time students only

Additional documents you need to submit with your application:

- \_\_\_\_\_ Academic Plan, first time applicants only or as needed
- \_\_\_\_\_ Verification of Tribal Enrollment, copy of C.I.B. or Tribal ID Card, first time applicants only
- \_\_\_\_\_ Copy of high school diploma or G.E.D. Certificate, first time applicants only
- \_\_\_\_\_ Letter of Admission or semester class schedule/billing statement, each semester
- \_\_\_\_\_ Current Official Transcript, must be submitted each semester

**All students** must submit an Academic Plan that specifies their course of study or declared major, lists specifically all classes required for their program, and indicates an expected graduation date. It is recommended that the student obtain this plan directly from a student advisor at their chosen school. The Academic Plan may be a 'Degree Requirement Checklist' printed at their school or in their school's general catalog.

**Full-time students** are required to complete the Free Application for Federal Student Aid (FAFSA) each academic year and refer to the Financial Aid Office at their school. The Financial Aid Review Form is completed by the Financial Aid office at the school. Scholarship awards will be based on information provided to the Higher Education Office on the Financial Aid Review Form.

**Part-time students** are eligible to receive tuition fees, textbooks and supplies. The supplies allowance will be \$10.00 per class. Students will also receive a transportation allowance in the amount of \$100.00 per three credits.

**PLEASE NOTE THAT ONLY COMPLETE APPLICATIONS WILL BE PROCESSED.** Students will be advised by email as to the status of their application. Students are responsible for reviewing and becoming familiar with the Yavapai-Apache Higher Education Program guidelines contained in this application.

### APPLICATION DEADLINES

FALL ONLY & FALL/SPRING APPLICATION DEADLINE	=	JULY 1st
SPRING ONLY APPLICATION DEADLINE	=	OCT 1 <sup>st</sup>
SUMMER APPLICATION DEADLINE	=	APR 1st
VOCATIONAL/TECHNICAL APPLICATIONS ACCEPTED	=	JAN 1st thru SEPT 1st

## **GENERAL ELIGIBILITY FOR GRANTS:**

The applicant must:

- A. Be enrolled in the Yavapai-Apache Nation.
- B. Be a high school graduate or have earned a GED certificate.
- C. Be admitted and enrolled at an accredited institution.
- D. Be pursuing a professional degree (Associates, Bachelors, Masters, Doctorate or vocational certificate).

## **RESPONSIBILITIES OF THE APPLICANT**

The applicant must:

- A. Complete a new application form for each academic year, including all supporting documents.
- B. Submit the application in a timely manner. Applications will not be accepted after the deadline, **NO EXCEPTIONS. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.**
- C. Notify the Higher Education Office and report in writing any change in course enrollment, course load, and withdrawal.
- D. Request official transcripts at the end of each semester or grading period. Official transcripts are mailed directly to the Higher Education Office.
- E. Adhere to the following time lines:
  - Associate's degree = 6 full-time semesters
  - Bachelor's degree = 10 full-time semesters
  - Vocational deg./cert. = determined by school
- F. Be responsible for meeting other additional conditions for any of the scholarships or services received from the Higher Education Program. These conditions may be provided to the student individually.

## **STUDENT PROBATION/SUSPENSION**

- A. A review of student records will take place each year to identify students who did not meet the Higher Education Program requirements.
- B. Any student who does not maintain a 2.0 grade point average will be placed on academic probation. The student will then have one semester to bring GPA up to 2.0 or better. If the student does not correct the deficiencies, the student will be placed on academic suspension. The student would then need to attend school at his/her own expense until the deficiencies are corrected.
- C. Any student whose course load drops below the awarded minimum must pay back the difference in award. The student will then be placed on academic suspension until the award amount is paid back. The student may be responsible for monies owed to the institution. Repeat courses are also the responsibility of the student.
- D. Any student who fails to complete the semester/program will be immediately placed on academic suspension. The student may be responsible for monies owed to the institution.

## **OTHER**

- A. If a student is declared 'ineligible' for financial aid due to a defaulted loan or Pell Grant, 15% of the student's award will be applied towards repayment of debt.
- B. Any student who has an outstanding loan with the Yavapai-Apache Nation, may have payments deducted from their scholarship award.
- C. Students who attend vocational/technical programs will not be eligible for funding for one year after completion of their program.
- D. Classes not required for a degree/certificate will not be paid for by the Higher Education Office, and cannot count towards full-time status.

A complete listing of the **Policies and Procedures of the Higher Education Program** are available upon request.

# HIGHER EDUCATION APPLICATION

**TERM**

- FALL \_\_\_\_\_ /SPRING \_\_\_\_\_  
 FALL ONLY \_\_\_\_\_  
 SPRING ONLY \_\_\_\_\_  
 OTHER \_\_\_\_\_

**ANTICIPATED CREDIT HOURS**

- 3-5 HOURS  
 6-8 HOURS  
 9-11 HOURS  
 FULL-TIME  
 OTHER \_\_\_\_\_

STUDENT NAME

TRIBAL ID NUMBER

DOB

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MAILING ADDRESS

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CITY

STATE

ZIP

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PHONE NUMBER

MESSAGE PHONE

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E-MAIL ADDRESS

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HIGH SCHOOL

GRADUATION DATE

GED DATE

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Are you a full-time employee of the Yavapai-Apache Nation or Cliff Castle Casino?

Check one No \_\_\_\_\_ Yes \_\_\_\_\_

Have you received a tribal scholarship before?

Check one No \_\_\_\_\_ Yes \_\_\_\_\_ If yes, when? \_\_\_\_\_

What is the most recent college, university or vocational/technical school attended:

Name of School

Sem/Year

COLLEGE/SCHOOL TO ATTEND

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MAILING ADDRESS

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CERTIFICATE OR DEGREE PROGRAM

CREDITS COMPLETED

PROJECTED GRADUATION DATE

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I hereby certify that the above information is true and correct to the best of my knowledge. If and when this application is approved, I shall accept and abide by all conditions stipulated in the Yavapai-Apache Higher Education program guidelines and will be bound by the responsibilities and consequences thereof.

Applicant Signature

Date

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

SSN: \_\_\_\_\_

### STATEMENT OF GOALS

Briefly describe your educational goals and how you will utilize your education.

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### STUDENT AGREEMENT

I, the student receiving the tribal award, have a responsibility to the Yavapai-Apache Nation to adhere to all Higher Education Program requirements. I also hereby agree to REPAY THE TOTAL AMOUNT OF MONIES awarded by the Yavapai-Apache Nation for higher education expenses including tuition, fees, books, meals and housing if I violate the conditions set forth in the program guidelines contained in the policies and application.

I hereby further agree, that if I violate the conditions set forth in the Yavapai-Apache Nation Higher Education guidelines and/or policies, and do not repay the Yavapai-Apache Higher Education monies I was awarded, that the monies I owe shall be garnished from my wages and/or my per capita payments. I have read and understand the foregoing obligation.

Finally, I, the student, have read the Higher Education guidelines and agree to actively pursue my education to the best of my ability.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

# FINANCIAL AID REVIEW FORM

**THIS SECTION TO BE COMPLETED BY STUDENT**  
(Send this form to the Financial Aid Office for completion)

Fall\_\_\_\_/Spring\_\_\_\_      Fall ONLY\_\_\_\_      Spring ONLY\_\_\_\_      Other:\_\_\_\_\_

SSN:  Name: Address:   Telephone:		College:  Address:   Telephone:
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I hereby give permission to the Yavapai-Apache Higher Education Program to request and receive any information on financial and academic progress.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**THIS SECTION TO BE COMPLETED BY A FINANCIAL AID OFFICER**  
Send to the Yavapai-Apache Nation, Higher Education Program. Initial any corrections.

SCHOOL EXPENSES:	AWARDS:	RESOURCES:
Tuition & Fees      \$_____	Pell Grant      \$_____	Student Contribution      \$_____
Books & Supplies      \$_____	S.E.O.G.      \$_____	Parent Contribution      \$_____
Room & Board      \$_____	Work Study      \$_____	Spouse Contribution      \$_____
Personal Expenses      \$_____	Loans:_____ \$_____	Veteran Benefits      \$_____
Transportation      \$_____	Tuition Grant      \$_____	Social Security      \$_____
Other_____      \$_____	Other_____      \$_____	Other_____      \$_____
<b>TOTAL EXPENSES:</b> \$_____	<b>TOTAL AWARDS:</b> \$_____	<b>TOTAL RESOURCES:</b> \$_____
<b>ASSESSED NEED=EXPENSES LESS AWARDS AND RESOURCES:</b> \$_____		

The above figures are for student attending [ ] full-time, [ ] ¾ time, [ ] ½ time, [ ] ¼ time.

[ ] I recommend the student receive

Fall \$\_\_\_\_\_      Winter \$\_\_\_\_\_      Spring \$\_\_\_\_\_      Summer \$\_\_\_\_\_

[ ] This applicant is not eligible for financial aid under the rules of this institution.

[ ] This student has not applied for financial aid.

\_\_\_\_\_  
FAO Signature

\_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
Date

Return to:      YAVAPAI-APACHE NATION  
 HIGHER EDUCATION OFFICE      Email: lsandoval@yan-tribe.org  
 2400 W. DATSI STREET      Phone: (928) 649-6969  
 CAMP VERDE, AZ 86322      Fax: (928) 634-1994