



Pueblo de San Ildefonso BIA Scholarship

Department of Education

02 Tunyo Po, Santa Fe NM 87506

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The Pueblo de San Ildefonso BIA Higher Education Scholarship comes from federal funding administered by Pueblo de San Ildefonso. In order to be considered to receive a BIA scholarship award, applicants must submit the following required forms: the application, the Privacy Statement, and the Financial Needs Analysis (to be completed by the student's educational institution). Please note: Tribal Membership is required and will be verified by the Pueblo de San Ildefonso.

This scholarship is not intended to be the sole source of funding and students should apply for other scholarships. Students are required to apply for two (2) **additional scholarships** (verification of this can be established by submitting a copy of each completed application). An **Official Transcript**, including a **Class Schedule** for the applicant term is also required. Failure to submit **Official Transcripts** may jeopardize the applicant's scholarship eligibility for next term. The Scholarship is subject to the Pueblo de San Ildefonso Scholarship Policies and Procedures.

<u>Deadline for application:</u>	FALL	July 20th
	SPRING	January 10th

Any questions can be referred to:
Melissa Medina,
College & Career Readiness Coordinator
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Pueblo de San Ildefonso BIA Scholarship

Policies and Procedures

The Pueblo de San Ildefonso Education Department has contracted with the Bureau of Indian Affairs (BIA) to administer the Pueblo's BIA Higher Education Scholarship for eligible Pueblo de San Ildefonso students. Federal funds are administered to support the eligible Pueblo de San Ildefonso students in pursuing post-secondary degrees in various fields of study.

In order to qualify for this scholarship, students must: 1) be enrolled members of the Pueblo de San Ildefonso, 2) verify financial need through the financial aid office of an accredited post-secondary institution and 3) register as a full-time or part-time student for the semester you are applying for.

The Pueblo de San Ildefonso Higher Education scholarship does not replace other financial aid awards such as PELL Grant, Supplemental Educational Opportunity Grant (SEOG), State Student Incentive Grant (SSIG), College Work Study (CWS), Veteran's benefits, student loans, or tuition waivers, etc.

The Pueblo de San Ildefonso Higher Education scholarship awards are partial scholarships and are not intended to be the primary source of funding for eligible students. Consequently, students should apply for additional funding through all available resources. Students shall be selected in accordance with this Policy. Students must maintain a GPA of 2.5 or better to remain eligible to receive this scholarship. All scholarship recipients will be expected to provide some form of reciprocal service to the Pueblo as a way to give back to the community and to acknowledge the significant contribution that the Pueblo has provided to each student in pursuit of their post-secondary educational attainment.

1. Application Process

All students applying for the Pueblo's BIA Higher Education Scholarship must also apply for PELL Grant, SEOG, SSIG, CWS and other scholarships and sources of funding through the Financial Aid Office of the college, university or vocational training institution the student plans to attend as their primary source of funding prior to submitting an application for the Pueblo's BIA Higher Education Scholarship. Students must also complete the Free Application for Federal Student Aid (FAFSA).

Students interested in applying for the BIA Higher Education scholarship must submit a completed application packet consisting of the following forms prior to the deadline date as indicated on the application:

- Application
- Privacy Statement
- Tribal Enrollment Verification
- Financial Needs Analysis
- Admission Letter
- FAFSA
- Official Transcript
- Class Schedule
- Copies of other funding applied for

Students who apply for the Pueblo's BIA Higher Education Scholarship will not be required to resubmit a Tribal Enrollment Verification every semester.

Deadlines for application submission are posted on the scholarship application as follows:

- Fall Semester July 20
- Spring Semester: January 10

2. Award Determination

The Pueblo's BIA Higher Education scholarship applications will be reviewed and selected by the Pueblo de San Ildefonso Education Department Scholarship review staff (composed of the Director and Education Specialist), whose selections will be approved by the Pueblo's Scholarship Committee. Selection shall be based on the completed application, financial need and academic merit.

3. Award Notification

An award notice shall be sent to those students selected for funding along with a Contract of Acceptance and Commitment to be signed by the recipient. Award letters shall be sent directly to the institution's financial aid office within 15 business days from date of selection.

4. Academic Progress

All students awarded the Pueblo's BIA Higher Education Scholarship are required to meet the minimum standards as stated below:

- Earn and maintain a 2.5 GPA per semester
- Enroll in a minimum of 3 credit hours or up to full-time status per semester/term
- Submit mid-term grades (if applicable) and official transcript at end of each semester/term

Students failing to meet the required minimum standards will not receive BIA Higher Education Scholarship funding for the next semester.

5. Withdrawal

Students are required to submit a letter to the Pueblo de San Ildefonso Education Department within ten (10) calendar days of their decision to withdraw from school. Failure to notify the Pueblo de San Ildefonso Education Department will result in the cancellation of payments owed to the college, university or vocational institution on behalf of the student. Outstanding accounts owed to the college, university or vocational institution shall become the financial responsibility of the student. Withdrawal from school or vocational training shall cancel the Higher Education Scholarship funding for the next semester. Students must reapply for funding for the next semester if he/she wishes to be considered for a scholarship.

6. Suspension

Any academic suspension from a college, university or vocational institution shall automatically cancel the receipt of the Pueblo's BIA Higher Education Scholarship funding until the

college, university or vocational institution lifts said suspension. The student must submit a letter of verification that the suspension has been lifted prior to reapplying for the Pueblo's BIA Higher Education Scholarship funding. To be reconsidered for funding students must also meet the required minimum standards stated above in Section 4.

7. Reinstatement of Funding

In order to be considered for reinstatement the student must meet the following conditions:

- Fund one (1) semester/term on his/her own
- Successfully complete one (1) semester/term with a 2.5 GPA or better
- Resubmit an application for the Pueblo's BIA Higher Education Scholarship
- Meet all requirements for the Pueblo's BIA Higher Education Scholarship

8. Appeal Process

Any student found ineligible to receive funding under the Pueblo's BIA Higher Education Scholarship may appeal, in writing, the Education Department's determination within seven (7) business days after receipt of notification of non-funding. The appeal shall be made to the Education Department Director requesting a re-evaluation of the non-funding determination.

The student may supplement his/her application/file with additional information that may be useful during the appeal. The supplemental information must be filed with the Education Department within five (5) business days of the student's request for an appeal.

Upon receipt of notice of appeal, the Education Department Director shall schedule a meeting of the Scholarship Committee to discuss and review the student's file and request for review. The Scholarship Committee's decision shall be final and is not further appealable. The Education Department Director shall notify the student within two (2) business days after a final determination is made by the Scholarship Committee.

9. Scholarship Committee

The Scholarship Committee shall consist of members of the San Ildefonso community with non-voting representation from the Education Department (Director or Education Specialist). Committee members shall not be paid for their service. The Committee shall convene when necessary to approve scholarship award selections, make recommendations on policies and procedures, and hear appeals.

Approved by: _____
(Education Director)

Approved by: _____
(Governor)



Pueblo de San Ildefonso BIA Higher Education Scholarship
Education Department
02 Tunyo Po, Santa Fe, NM 87506



DEADLINE DATE: **FALL:** July 20th

SPRING: January 10th

APPLICATION

Student's Name: _____ Student's School ID #: _____

Social Security #: _____ Email Address: _____

Present Address: _____
Street or P.O. Box City State ZIP

Permanent Address: _____
Street or P.O. Box City State ZIP

Contact Phone: _____ Pueblo Enrollment: _____

Male: ☐ Female: ☐

Single: ☐ Married: ☐

Birth Date: ____/____/____

of Dependents: _____

Selective Service Registration: Y/N

Veteran: Y/N

High School: _____ Year/Date of Graduation: _____

College or University Currently Attending: _____
City State

Major: _____ Minor (if any) : _____

College Status:

Freshman _____

Sophomore _____

Junior _____

Senior _____

Applying For:

Fall 20 ____

Spring 20 ____

(Check One Only)

Semesters _____

Quarters _____

Trimesters _____

School Calendar:

AVT (Adult Vocational Training) Applicant Only: (Mark One)

__GED __Certificate

__Undergraduate __Associates Degree

Have you submitted your completed FAFSA for term you are applying for? Y/N

Currently Employed? Y/N

Full Time/ Part Time

Wages/Salary \$ _____

Parent's Signature (if Student is under 18): _____

Student's Signature: _____ Date: _____

NOTE: You must complete the FAFSA to be eligible for a scholarship.



**Pueblo de San Ildefonso
Department of Education
BIA Scholarship**



STATEMENT OF PRIVACY

The Privacy Act of 1974 requires each Federal Agency that maintains a system of individuals to inform those individuals as to:

- a) The authority which authorizes the solicitation of the information and whether disclosure of such information is mandatory or voluntary;
- b) The principle purpose or purposes for which the information is intended to be used; and
- c) The routine uses which may be made of the information.

The Bureau of Indian Affairs Higher Education Assistance Program operates under the general authority of 24 USC Chapter 13, 42 Stat. 208 P.L. 67-85 with specific legislation contained in 25 USC, Subchapter E, Part 32, Administration of Education Loans, Grants, and Other Assistance for Higher Education. In accordance with the accountability required for the administration of the funds appropriated for the program and in order to provide services to recipients and to declare eligibility, certain information is required of applicants. This form solicits the required information. Personal data will be made available to authorized users upon request. The applicant should understand that the intent in collecting and maintaining this data on other individuals is to determine eligibility of the applicant and to provide the means for producing certain statistical records required of this office. Failure on the part of the applicant to provide the requested information will make the applicant ineligible to receive higher education assistance under this program.

APPLICATION CERTIFICATION

I certify that the information in this application is true and complete to the best of my knowledge. I am aware that any misrepresentation on this application will be grounds for dismissal from the program and/or for prosecution under federal law. By signing this application, I authorize the educational institution I am currently attending to release grades, attendance, financial aid, and any other information to Pueblo de San Ildefonso Education Department. The disclosure of the above requested information by the applicant is voluntary but required to obtain benefits. Failure to provide requested information may result in delay of funds.

I have read this Statement of Privacy. I hereby provide the required information and authorize the use of such information to the extent of the uses specified in this statement.

Applicant's Signature

Date



**Pueblo de San Ildefonso
Department of Education
BIA Scholarship**



FINANCIAL NEEDS ANALYSIS

STUDENT: Take this form to the Financial Aid Office at your College or University for a Financial Aide Officer to complete. Once completed, you will need to submit this form with your application.

******* PART A *******

TO BE COMPLETED BY THE FINANCIAL AID OFFICER

Financial Aid requested will cover expenses for the period:

_____ to _____
Month Year Month Year
School Calendar: Semester _____ Quarter _____ Trimester _____

The institute of higher education has determined financial need, based on the following student information:

EXPENSES

RESOURCES

Tuition/Fees: _____ PELL: _____ Veterans Benefits: _____
Room/Board: _____ SEOG: _____ Personal Contribution: _____
Books/Supplies: _____ C/WS: _____ Parent Contribution: _____
Transportation: _____ NDSL: _____ Scholarship: _____
Child Allowance: _____ SSIG: _____ Other: _____
Other: _____

TOTAL EXPENSES: _____ **TOTAL RESOURCES:** _____

Financial Need identified: \$ _____ (expenses minus resources)

I hereby certify the above individual has applied for and has been considered for both federal and campus-based aid.

Financial Aid Officer

Institution/Name & Address & Phone

Date

An official needs analysis provided by the educational institution may be accepted in lieu of or in addition to this form.

