



SENECA NATION OF INDIANS & BUREAU OF INDIAN AFFAIRS
SCHOLARSHIP POLICY-PAGE 1 OF 3

SNI-HEP DEADLINES by SEMESTER: Fall-July 1, Spring-December 1, Summer- May 1

SNI-HEP DEADLINES by QUARTER: Fall- August 1, Winter- November 1, Spring- February 1, Summer- May 1

Falsification of records and reports by student applicants and/or funding recipient will cause your funding to be denied by the SNI-HEP.*

SNI-HEP is a secondary source of funding. All applicants will be required to follow the mandatory requirements.

I. ELIGIBILITY

1) Each applicant MUST:

_____ Student's Initial

- Be an enrolled member of the Seneca Nation of Indians
- comply with all rules and regulations that accompany funding sources.
- be matriculated in a degree granting program (Associates, Bachelors, Masters, Doctorate).
- NOT be in default of a college loan current or clear, and in good standing of college loan application.

II. MANDATORY REQUIREMENTS

Failure to apply per required deadlines will result in SNI funding being denied.

_____ Student's Initial

There will be NO exceptions.

A. All students must complete *and provide certified receipt of mailing and or print out of application*:

1.) SNI-HEP application and must be postmarked by the following deadlines:

Semesters: FALL – July 1 * SPRING - December 1 * SUMMER – May 1

Quarters: FALL – August 1 * WINTER – Nov. 1 * SPRING – Feb. 1 * SUMMER – May 1

2.) Free Application for Federal Student Aid Form (FAFSA)

3.) NYS Tuition Assistance Program (TAP) application

4.) Part-time students attending within NYS must complete Assistance for Part-time Students (APTS) application – See College for appropriate deadline

5.) NYS Indian Aid application – Copy then mail *with certified receipt* to Albany, NY by the following deadlines: FALL – July 15 * SPRING –December 31 * SUMMER – May 20

6.) Full-time Graduate Students should apply for a fellowship through (AIGC): The American Indian Graduate Center 4520 Montgomery Blvd, NE Suite 1-B, Albuquerque, NM 87109-1291

7.) *Students who reside out-of-state are required to apply for their respective state grants.*

B. Must be in compliance with each financial funding source's regulations and submit a copy of their award or denial letter or a copy of your PELL, TAP, NYSIA, APTS, AIGC application.

C. Send updated transcripts or copies of grade reports and proof of registration to the SNI-HEP at the end of each term.

D. Keep copies of all applications and be able to provide them upon receipt.

E. Notify the SNI-HEP in writing of a change in the number of credit hours with in ten (10) working days of the change. When you become over-funded, you must repay these funds to the SNI-HEP.

F. All students are required to submit a copy of their diploma after completing degree program.

Failure to report changes will result in termination of future funding. Refer to "Part VI Withdrawal" for procedures. IT IS THE STUDENTS RESPONSIBILITY TO REQUEST A WAIVER OF LATE FEES THROUGH YOUR COLLEGES "STUDENT ACCOUNTS OFFICE."

III. FUNDING ALLOCATIONS

Amounts are based on:

_____ Student's initial

- Only complete application, with full requirements (i.e. financial aid information, etc.) will be processed.
- The availability of scholarship funds.
- Status of permanent residency.

Funding status:

Level 1 - Undergraduate and Graduate students with permanent residence on the reservation.

Level 2 - Undergraduate and Graduate students with permanent residence within New York State.

Level 3 - Undergraduate and Graduate student with permanent residence outside New York State.

IV. SNI-HEP AWARD

- A. Level 1: *up to \$11,000* Level 2: *up to \$8000* Level 3: *up to \$6,000* _____ Student's initial
Maximum award per academic year or ½ of maximum per semester.
Quarter/Trimester maximums will be divided accordingly.
- B. Awards are based on allowable expenses minus resources. ***Unspent monies will be returned to the Higher Education Program. This is not an entitlement program.***
- C. Tuition and Fees will be verified each term by the individual school's financial aid office.
- D. Books & Supplies: a. Full-time student limit is \$500 per semester/\$1000 per year.
b. Part-time rate is \$100 per three (3) credit hour.
- E. Room & Board: a. Double occupancy dormers or college approved housing.
b. Full-time Enrollment only
- F. Transportation: 1) **COMMUTERS ONLY**
a. Full-time student limit of \$450 semester/\$900 per year.
b. Part-time student limit of \$85 per three (3) credit hour.
- G. Personal Expense: a. Full-time student limit is \$250 semester/\$500 per year.
b. Part-time student is based on \$50 per three (3) credit hour.
- H. No miscellaneous or other expenses will be calculated unless considered mandatory for specific academic programs.

V. WITHDRAWAL

- A. Withdrawal from College: The students must notify the SNI-HEP in writing _____ Student's initial
within 10 working days of withdrawal. The SNI-HEP refund must be returned to the program. The student is responsible for repayment of all SNIHEP monies. If the student fails to repay the funds, they will automatically forfeit future eligibility for SNI-HEP funding.
- B. Drop or Withdrawal from Classes:
Full-time students must notify the SNI-HEP in writing within 10 working days of dropping or withdrawing from a class if your change causes you to go from Full-time to Part-time. If your payment has already been made, the student must repay or make arrangement to repay the SNI-HEP. Failure to do so will automatically forfeit your eligibility for future funding.
Part-time students must notify the SNI-HEP in writing within 10 working days of dropping or withdrawing from class. If payment has already been made, the student must repay or make arrangements to repay the SNI-HEP. Failure to do so will automatically forfeit your eligibility for future funding.

VI. OVERFUNDING

- Students who are OVERFUNDED, will be required to repay these funds _____ Student's initial
to the SNI-HEP. This includes Full and Part-time students. Eligibility for future SNI-HEP funding may be terminated if:
- (1) Full repayment is not received within 6 months, or
 - (2) An adjustment to his/her next funding cycle is not arranged with the SNI-HEP within 10 working days of receipt of notice of over funding.

VII. ACADEMIC PROBATION

A Grade Point Average (GPA) below a 2.0 will result in a student being placed on Academic Probation for the next term, and are still eligible for funding. The student must then achieve a GPA of 2.0 or higher in the next term or their funding will be denied for the next term. _____ Student's initial

If a student is denied funding for academic reasons, the student may have funding restored when he/she submits proof reflecting GPA of 2.0 or higher. A student will be allowed one (1) academic probation per degree.

VIII. ELIGIBILITY RESTORATION

Restoration of Eligibility can be returned only through formal action by a majority vote of the SNI-HEP Committee. _____ Student's initial

Process for Restoration

- 1) The student must submit a written request for a review of eligibility to the Higher Education Coordinator.
- 2) The Committee will review the request and render a decision.

Process for Appeal of Decision

- 1) A hearing request in writing must follow within 10 business days of decision, only if the student does not agree with the committee's determination.
- 2) The hearing will take place within 10 business days upon receipt of the hearing request.

IX. ONLINE PROGRAMS

A. All requirements of the Degree Program are applicable to funding for online degree programs, except that student is not eligible for transportation expenses.

Revised June 30, 2003 by SNI HEP Joint Committee
Approved By SNI Tribal Council July 24, 2003