



Hoplend Band of Pomo Indians

3000 Shanel Rd., Hopland, California 95449 Phone (707) 472-2100 Fax (707) 744-1506

Bureau of Indian Education Vocational Education Grant Program Policy

Introduction:

The Bureau of Indian Education's (BIE) Vocational Education Grant Program is not an entitlement program. You do not automatically receive funding because you are an American Indian. That is why it is very important for you to become familiar with the requirements of the BIE's grant program college admission requirements as well as your tribe's eligibility terms and the relationship between these various programs and offices. Your full attention is needed to successfully complete admission and financial packages.

Purpose:

The purpose of the BIE's Vocational Education Grant Program is to provide **onetime** supplemental financial assistance to the eligible American Indian/Alaska Native student seeking a Vocational Degree.

Eligibility:

A student must comply with the following eligibility criteria and submit a complete application.

1. Tribal Membership

Must be a member of the Hopland Tribe which is eligible for the special programs and services provided by the United States through the Bureau of Indian Education because of their status as Indians. Students must submit Tribal ID # or a photocopy of their Tribal ID Card.

2. Admission to Nationally Accredited Institution

Must be accepted for admission to a nationally accredited institution of vocational education. Student must provide their college acceptance letter and/or a copy of their current class schedule.

3. Financial Need through FAFSA Award

Must demonstrate financial need as determined by the financial aid officer of the college institution. This is done through the FAFSA application process. An award letter must be provided stating that you will be receiving state or federal assistance (including eligibility for Federal Subsidized Loans) for the semester/year you are attending college. Finally, a letter explaining your financial needs must also be submitted with this application (any supporting documents should be attached).

4. Satisfactory Grades

In order to reapply for the BIE Higher Education and/or Vocational Education Grant you must show proof of passing the prior semester of courses with no "F" grades. Failing a course may result in denial of future BIE Higher Education Grant requests.



Hopland Band of Pomo Indians

3000 Shanel Rd., Hopland, California 95449 Phone (707) 472-2100 Fax (707) 744-1506

Bureau of Indian Education Vocational Education Grant Program Policy Application Process

Step 1:

- Applications are requested from the Education Department
- All substantiating materials should be submitted with the application to the Education Department Director
 1. Enrollment Verification
 2. Class Schedule
 3. Prior Semester Grades
 4. Tribal Identification
 5. Financial Needs (FAFSA Award)

Step 2:

- File is received in Tribal Administration
- Tribal Administration will verify substantiating documents with Education Director
- With Approval, file and check request will be forwarded onto the Fiscal Department

Step 3:

- File is received at Fiscal Department
- Discussion with Education or Tribal Administration will be held for any additional comments (if necessary).
- Check is approved
- Check is issued and sent to student or directly to university/college
- Fiscal Department shall keep a log of all distributions

Step 4:

- Student will be monitored by quarter/semester while attending school. This is done through student transcripts or official semester/quarter grade report. Failure of student to provide requested paperwork may result in delayed or denial of current and future supplemental education support.

Note: If you are found to be financially ineligible to receive grant scholarship funds after completing the application process, yet you meet all the the other requirements, you may be eligible for a tribally funded scholarship if funds are available.

Additional Graduate and Law Student Resources

American Indians Graduate Center (AIGC), 4520 Montgomery Blvd. NE, Suite 1-B, Albuquerque, New Mexico 87109, (505) 881-4584, www.aigcs.org offers supplementary financial assistance for students pursuing post-baccalaureate programs.

American Indian Law Center, Inc., 1117 Stanford NE, Albuquerque, New Mexico 87196, (505) 277-5462 offers opportunities to enhance academic success.



Hoplend Band of Pomo Indians

3000 Shanel Rd., Hopland, California 95449 Phone (707) 472-2100 Fax (707) 744-1506

Bureau of Indian Education Vocational Education Grant Program Policy Application

For students to receive the Bureau of Indian Education Vocational Education Grant Program funds, you **must complete this application in full** and understand the enclosed policy. By signing this application, you are acknowledging you have read, understand and will abide by this policy and that this is a **one-time** benefit. Please return completed application to the Hopland Tribal Education Department at the above address. No funds will be released until this completed application and all required documents, are received by this office.

Hoplend Tribal ID #: _____ SSN: _____

Applicant's Name: _____

Applicant's Address: _____

City	State	Zip	Telephone
------	-------	-----	-----------

College Name: _____

College Address: _____

College Financial Aid Department Phone #: _____

What is your current educational goal? (Circle One): [AA] [BA] [MA] [LAW] [PHD] [CERT]

This Semester/Quarter Units: _____ Unites Needed to Graduate: _____

Expected Date of Graduation: _____ Course of Study: _____

Major: _____ Minor: _____

Check will be made/sent to which of the following? (Circle One): [student] [college]

I, the undersigned, have read and understand the enclosed policy.

Signature

Date