



**Minnesota
Indian
Scholarship
Program**

FINANCIAL AID MANUAL		NUMBER Section I	PAGE i
SECTION	Indian Scholarship Program		DATE July 2011

Section I

I. Minnesota Indian Scholarship Program (MISP).....	1
A. Program Objective.....	1
B. Eligibility to Participate.....	1
1. Postsecondary Institutions.....	1
2. Student Eligibility.....	1
C. Application Process.....	2
D. Award Process.....	3
E. Disbursement Process.....	5
F. Refund Process.....	6
G. State Audit Requirements.....	8
1. Records Available for Auditors.....	8
2. Student Eligibility.....	8
3. Documentation of Refunds.....	9
4. Return of Checks.....	9
5. Reconciliation.....	9

Section II

Minnesota Statutes Governing Minnesota Indian Scholarship Program.....	1-3
--	-----

Section III

Appendices: Minnesota Indian Scholarship Program.....	1
---	---

FINANCIAL AID MANUAL		NUMBER Section I	PAGE # 1
SECTION	Indian Scholarship Program		DATE July 2011

I. Minnesota Indian Scholarship Program (MISP)

A. Program Objective

1. To provide postsecondary financial assistance to eligible Minnesota resident students who are of one-fourth or more American Indian ancestry and demonstrate financial need for an award.

B. Eligibility to Participate

1. Postsecondary Institutions

- a. All accredited degree programs in accredited Minnesota colleges or universities; and
- b. courses in accredited Minnesota business, technical or vocational institutions; and
- c. Minnesota colleges that are in candidacy status for obtaining full accreditation and are eligible for and receiving federal financial aid programs; and
- d. Minnesota higher education institutions that have joint programs with other accredited higher education institutions.

2. Student Eligibility

- a. Minnesota resident as defined for state financial aid programs.
- b. One-fourth or more American Indian ancestry.
- c. Has completed the FAFSA and applied for other state and federal scholarship and grant programs.
- d. Meet Satisfactory Academic Progress (SAP) as defined in the 'Common Definitions' chapter of this manual.
- e. Demonstrate financial need for an award.
 - i. Undergraduate students must have a qualifying EFC for either a Federal Pell Grant or Minnesota State Grant and have unmet financial need after the Federal Expected Family Contribution and all forms of gift aid are subtracted from the Title IV cost of attendance.
 - ii. Graduate students must have unmet financial need after the Federal Expected Family Contribution and all forms of gift aid are subtracted from the Title IV cost of attendance.
- f. Undergraduate students must be enrolled on a three-quarter time basis or more and graduate students must be enrolled at least half time.

FINANCIAL AID MANUAL		NUMBER Section I	PAGE # 2
SECTION	Indian Scholarship Program		DATE July 2011

- g. Must not be in default on a federal or state student loan or, if in default, has regained eligibility for federal or state student aid.

C. Application Process

1. A complete application must be on file in order for student to be eligible to receive funds.

2. Complete application includes:
 - a. Completed student section of the Minnesota Indian Scholarship Application (see Appendix 1).
 - i. **Preferred method:** student submits application online via the web application available on the Office's website.
 - ii. Institution and tribal scholarship office officials may submit an application via the online institution/tribal official database access on behalf of a student provided the student submitted a paper application that contains the release for institutions and tribal scholarship office to be able to submit application information on a web-based application system on behalf of the student.
 - iii. If student submits paper application to the Office, it will be entered into the application database as of the date it is received.
 - b. School Budget Sheet completed online or in paper form by institution and updated if changes to the student's financial aid package occur (see Appendix 1).
 - i. **Preferred method:** Institution submits budget sheet online via the institutional official database access.
 - ii. If institution submits paper budget sheet to MISIP, it will be entered into the database as of the date it is received.
 - iii. Institutions are required to review and update the School Budget Sheet for awarded students before approving the disbursement, at the time of disbursement and after disbursement to ensure students continue to demonstrate financial need.
 - c. Verification of the student's one-fourth or more American Indian Ancestry.
 - i. Must be submitted or on file with the Office.
 - ii. Student can submit one or a combination of Certificates of Indian Blood or other documentation that verify a combined blood quantum of one-fourth or more American Indian ancestry.

FINANCIAL AID MANUAL		NUMBER Section I	PAGE # 3
SECTION	Indian Scholarship Program		DATE July 2011

- iii. Verification may also be furnished by the tribal enrollment book for Minnesota Chippewa Tribe held by the Office.
 - iv. Verification may also be provided by tribal offices to the Office.
3. Complete applications are ranked in order of completion date.
 - a. If there are multiple applications with identical completion dates, those applications are further sorted by student application receipt date.
 - b. The completion date is the date all documentation needed for a complete application has been submitted to the Office.
 4. Incomplete applications are held pending receipt of additional documentation.
 - a. Follow-up letters are sent to applicants requiring additional documentation.
 - b. Institutions are able to view a list of incomplete applications via the online database.
 - c. Periodically, institutions will receive a reminder if they have incomplete applications missing School Budget Sheets.

D. Award Process

1. Complete applications are ranked in order of completion date.
 - a. If there are multiple applications with identical completion dates, those applications are further sorted by student application receipt date.
2. Awards are made until all available program funding has been awarded.
 - a. Overawarding of the program appropriation is allowed due to the historical rate of refunds returned for recipients who do not enroll.
 - b. Once funds are initially exhausted, remaining applicants are placed on a waiting list in order of completion date.
3. Awards are determined based on student's unmet financial need based on the following calculation:

FINANCIAL AID MANUAL		NUMBER Section I	PAGE # 4
SECTION	Indian Scholarship Program		DATE July 2011

<p>Student's Total Cost of Attendance Used for Federal Financial Aid Programs</p> <ul style="list-style-type: none"> – Expected Family Contribution (from FAFSA) – Federal Pell Grant – Federal SEOG Grant – Minnesota State Grant – <u>All other gift aid, including tribal scholarships</u> = MN Indian Scholarship Award Amount <p>(Based on Award Amount Guidelines)</p>
--

- a. Student's total cost of attendance is the federal Title IV costs of attendance which is used for federal financial aid programs and includes tuition, fees, books, supplies, transportation, room and board and miscellaneous expenses.
 - b. Federal Veterans Education Benefits excluded from Estimated Financial Assistance for the purposes of awarding federal financial aid is also excluded from gift aid for the purposes of awarding MN Indian Scholarship.
4. Award amount guidelines:
- a. Maximum Award: \$4,000 per award year for undergraduate students and \$6,000 per award year for graduate students.
5. Annual awards are based on a nine-month academic year and divided into two semester or three quarter installments.
- a. Upon request by the student or institution, the annual award may be divided into three semester or four quarterly installments for students enrolled for a 12-month period.
 - b. Summer awards can also be made in cases where the student is not enrolled for all terms of the standard academic year and they have not yet been awarded the annual maximum.
6. Limit on the number of years a student can receive scholarship.
- a. Students are eligible to receive a scholarship for up to five years of study at the undergraduate level and an additional five years of study at graduate/professional level.
 - b. Students in certificate, diploma or associates degree programs are eligible to receive the scholarship for no more than three years in order to reserve the remaining two years of undergraduate eligibility for the completion of a bachelor's degree.

FINANCIAL AID MANUAL		NUMBER Section I	PAGE # 5
SECTION	Indian Scholarship Program		DATE July 2011

- c. Students may receive the scholarship for only one degree per level and one doctorate or professional degree.
7. Award rosters are available for institutions each time awards are made throughout the year and a listing of all awards will be available to view via the online database. A listing of recipients by tribal affiliation is also available for each tribal scholarship office located in Minnesota and available for viewing via the online database.

E. Disbursement Process

1. Institutions are notified when pending awards are available to view and confirm online.
 - a. Award rosters are available to view on a term by term basis up to 45 days in advance of the term start date indicated on the budget sheet provided by the institution.
 - b. Institutions must review for accuracy and update, if needed, the current budget information for each student on the award roster **before** they verify a student is eligible on the award roster. This is to ensure that the student's award amount is accurate before funds are disbursed.
 - c. Institutions must verify each student's status on award roster before any funds are disbursed to the institution for eligible students.
 - i. For students who are not eligible, institution must indicate reason for ineligibility.
2. The Office schedules payment dates for each award indicated as eligible by the institution on the award roster.
3. Awards with scheduled payment dates are available to view on payment rosters via the online database.
4. Funds are transferred to the institution via EFT.
 - a. Institutions can view and print the payments roster providing supporting documentation for payment amounts via the online database.
5. Institution may not make a payment to a student for a payment period or term until the student is enrolled (registered) for classes for that period.

FINANCIAL AID MANUAL		NUMBER Section I	PAGE # 6
SECTION	Indian Scholarship Program		DATE July 2011

- a. Institution must return to the program any funds paid to a student who, before the first day of classes, officially or unofficially withdraws, is expelled, or fails to attend any classes.

6. Institution is liable for all funds that are disbursed to an enrolled student prior to the start of the enrollment period if that student fails to begin the enrollment period.
 - a. The institution must reimburse program funds disbursed to the student prior to the start of the enrollment period if the institution cannot document that the student did begin attending classes.
 - b. If an institution posts a payment to a student's account prior to receiving funds from the Office, the payment posted to the student's account must either be cancelled or adjusted if the student fails to enroll, withdraws or changes enrollment level prior to the institution's receipt of funds from the Office.

7. Disbursements must be based on the student's status as of the date of disbursement or the add/drop date as stated in the institutions' catalog, whichever is later.
 - a. If a student has withdrawn or dropped below three-quarter time for undergraduate students or half time for graduate students or fails to meet another program eligibility requirement prior to disbursement, the student may not receive funding for that term.

8. All related disbursement guidelines used for the State Grant program apply to the Minnesota Indian Scholarship program including determination of disbursement date, acceptable methods of disbursement, student authorization for EFT transactions, student account balance requirements and other applicable guidelines described in the 'Disbursement' section of the State Grant chapter in the Financial Aid Manual.

F. Refund Process

1. If a recipient fails to enroll or meet a program eligibility requirement, the entire scholarship must be returned to the Office within 30 days of the receipt of funds at the institution or when the recipient's ineligibility is determined, whichever is later.

FINANCIAL AID MANUAL		NUMBER Section I	PAGE # 7
SECTION	Indian Scholarship Program		DATE July 2011

2. Institutions are required to review and make any necessary updates to the School Budget Sheet throughout the award year for all recipients and, within 30 days of any changes, make any necessary refunds or contact the Office to determine if funds from one term can be transferred to another term or if a refund is necessary.

3. Institutions may retain funds for more than 30 days if the institution has proof that they have contacted the student and that the student will start the applicable term at a later date but must inform the Office if this occurs.

4. If a recipient withdraws or reduces enrollment below three-quarter time for undergraduate students or half time for graduate students:
 - a. Before the disbursement and before the end of the drop/add period, then the entire scholarship must be returned to the office;
 - b. After the disbursement but before the end of the drop/add period, then the entire scholarship must be returned to the Office;
 - c. After the disbursement and after the end of the drop/add period; no refund is required unless student fully withdraws.
 - d. If a student withdraws from a modular or non-term based credit hour program, the point of withdrawal will determine when and if a refund must be made.
 - i. If student begins a term and the institution expects the student to be enrolled at least three-quarter time for undergraduate students or half time for graduate students, the school can disburse the scholarship to the student account.
 - ii. If student withdraws before beginning the ninth credit to be considered three-quarter time for undergraduate students or before being enrolled half time as a graduate student, the entire scholarship must be returned to the office within 30 days.
 - iii. Once student is considered three-quarter time for undergraduate students or half time for graduate students, the entire scholarship may be retained unless the student fully withdraws.
 - iv. If student fully withdraws after disbursement and after having begun the ninth credit for undergraduate students or after being considered enrolled half time for a graduate student, the Office of Higher Education refund calculation must be used to determine the refund to be returned to the state.

FINANCIAL AID MANUAL		NUMBER Section I	PAGE # 8
SECTION	Indian Scholarship Program		DATE July 2011

5. If the student fully withdraws after the disbursement of the funds, the Office of Higher Education refund calculation must be used to determine the refund to be returned to the state.
6. Refunds must be returned with written documentation that at a minimum indicates the individual student for which the refund is being made, the amount of the refund, the aid year and term for which the refund should be applied and the reason for refund.
 - a. Institutions may choose to use the Refund Return Form provided by the Office.
7. Refunded money is available for awards to other eligible students on the waiting list.

G. State Audit Requirements

1. Records Available for Auditors

- a. State auditors will periodically visit each participating institution to perform an audit.
- b. The institution also has the option of hiring an outside auditing firm to conduct its state audits in conjunction with its audits of federal aid programs. (See ‘Audits’ under the Common Definitions chapter of the Financial Aid Manual for further information.)
- c. Each participating institution must establish a procedure by which an audit can be conducted by going to no more than three administrative offices within the institution. In most cases, these will be the Financial Aid Office, the Business Office and the Registrar’s Office, but that choice is made by the institution.
- d. Each institution must maintain and make available to auditors individual student financial aid files for Minnesota Indian Scholarship recipients.
- e. Historical records and documentation must be kept on file for three years after the last day of the fiscal year or until all audit exceptions for the period are resolved.

2. Student Eligibility

- a. The institution must have written documentation to support the student’s eligibility including, but not limited to, the following:
 - i. The student’s enrollment level in an eligible program at the time of the award disbursement. The actual documentation, such as a fee statement or transcript, need not be kept at the audit location but must be readily available at the Registrar’s Office or other responsible department within the institution; and

FINANCIAL AID MANUAL		NUMBER Section I	PAGE # 9
SECTION	Indian Scholarship Program		DATE July 2011

- ii. The student met the other program eligibility requirements described in the ‘Eligibility to Participate’ section of this chapter with the exception of proof of Indian ancestry, which is maintained by the Office.

3. Documentation of Refunds

- a. Written documentation supporting individual student refunds to the MISAP must be retained at the institution (i.e., a copy of the calculation worksheet used to calculate the refund and the MN Office of Higher Education Refund Return Form).

4. Return of Checks

- a. MISAP funds not issued to students must be returned to the Office within 30 days of the beginning of the academic term or 30 days from the receipt of the funds at the institution, whichever is later.
 - i. Institutions may retain funds for more than 30 days if the institution has proof they have contacted student and the student will start the applicable term at a later date.
- b. The funds must be returned with the required written documentation indicated in the ‘Refund Process’ section of this manual.
 - i. Documentation of such refunds must be retained at the institution.
- c. Institutions must be able to identify the date on which the funds were disbursed to the student and the corresponding dollar amount.
- d. Amounts returned to the program must also be documented for individual students (copy of the payment roster with refunds indicated).

5. Reconciliation

- a. At a minimum, at the end of each fiscal year, the financial aid office must reconcile its record of MISAP disbursements with:
 - i. Offices’ records of MISAP disbursements, and
 - ii. Institution’s business office records of MISAP disbursements.
- b. The Office strongly encourages financial aid offices to reconcile its record of MISAP disbursements with the Office and institutional business office records monthly and at end of each term in order to make available any refunded funds for awards to other eligible students on the waiting list.



**Minnesota
Statutes
Governing
Minnesota
Indian
Scholarship
Program**

FINANCIAL AID MANUAL		NUMBER Section II	PAGE 1
SECTION	Indian Scholarship Program		DATE May 2010

136A.126 INDIAN SCHOLARSHIPS.

Subdivision 1. **Student eligibility.** The director of the Office of Higher Education shall establish procedures for the distribution of scholarships to a Minnesota resident student as defined under section 136A.101, subdivision 8, who:

- (1) is of one-fourth or more Indian ancestry;
- (2) has applied for other existing state and federal scholarship and grant programs;
- (3) is meeting satisfactory academic progress as defined under section 136A.101, subdivision 10;
- (4) is not in default, as defined by the office, of a federal or state student educational loan;
- (5) if enrolled in an undergraduate program, is eligible or would be eligible to receive a federal Pell Grant or a state grant based on the federal needs analysis and is enrolled for nine semester credits per term or more, or the equivalent;
- (6) if enrolled in a graduate program, demonstrates a remaining financial need in the award amount calculation and is enrolled, per term, on a half-time basis or more as defined by the postsecondary institution; and
- (7) in the opinion of the director of the Office of Higher Education, based upon postsecondary institution recommendations, has the capabilities to benefit from further education.

Subd. 2. **Eligible programs.** Scholarships must be for accredited degree programs in accredited Minnesota colleges or universities or for courses in accredited Minnesota business, technical, or vocational schools. Scholarships may also be given to students attending Minnesota colleges that are in candidacy status for obtaining full accreditation, and are eligible for and receiving federal financial aid programs. Students are also eligible for scholarships when enrolled as students in Minnesota higher education institutions that have joint programs with other accredited higher education institutions.

Subd. 3. **Cost of attendance.** The total cost of attendance shall include tuition and required fees charged by the institution and the campus-based budget used for federal financial aid for food, housing, books, supplies, transportation, and miscellaneous expenses.

FINANCIAL AID MANUAL		NUMBER Section II	PAGE 2
SECTION	Indian Scholarship Program		DATE May 2010

Subd. 4. Award amount.

- (a) Each student shall be awarded a scholarship based on the federal need analysis. Applicants are encouraged to apply for all other sources of financial aid. The amount of the award must not exceed the applicant's cost of attendance, as defined in subdivision 3, after deducting:
- (1) the expected family contribution as calculated by the federal need analysis;
 - (2) the amount of a federal Pell Grant award for which the applicant is eligible;
 - (3) the amount of the state grant;
 - (4) the sum of all federal Supplemental Educational Opportunity Grant, federal Academic Competitiveness Grant, and federal Science and Mathematics Access to Retain Talent Grant (SMART Grant) awards;
 - (5) the sum of all institutional grants, scholarships, tuition waivers, and tuition remission amounts;
 - (6) the sum of all tribal scholarships;
 - (7) the amount of any other state and federal gift aid; and
 - (8) the amount of any private grants or scholarships.
- (b) The award shall be paid directly to the postsecondary institution where the student receives federal financial aid.
- (c) Awards are limited as follows:
- (1) the maximum award for an undergraduate is \$4,000 per academic year;
 - (2) the maximum award for a graduate student is \$6,000 per academic year; and
 - (3) the minimum award for all students is \$100 per academic year.
- (d) Scholarships may not be given to any Indian student for more than three years of study for a two-year degree, certificate, or diploma program or five years of study for a four-year degree program at the undergraduate level and for more than five years at the graduate level. Students may acquire only one degree per level and one terminal graduate degree. Scholarships may not be given to any student for more than ten years including five years of undergraduate study and five years of graduate study.

EFFECTIVE DATE. This section is effective the day following final enactment.

FINANCIAL AID MANUAL		NUMBER Section II	PAGE 3
SECTION	Indian Scholarship Program		DATE May 2010

Subd. 5. Awarding procedure.

- (a) Awards must be made on a first-come, first-served basis in the order complete applications are received. If there are multiple applications with identical completion dates, those applications are further sorted by application receipt date.
- (b) Awards are made to eligible students until the appropriation is expended.
- (c) Applicants not receiving a grant and for whom the office has received a completed application are placed on a waiting list in order of application completion date.



**Appendices:
Minnesota
Indian
Scholarship
Program**

FINANCIAL AID MANUAL		NUMBER Section III	PAGE 1
SECTION	Indian Scholarship Program		DATE July 2011

Appendix: Minnesota Indian Scholarship Program

Appendix

Indian Scholarship Application with School Budget Sheet 1

FINANCIAL AID MANUAL	NUMBER Section III	PAGE App 1
SECTION Indian Scholarship Program	DATE July 2011	

MINNESOTA OFFICE OF HIGHER EDUCATION	MN Indian Scholarship Program MN Office of Higher Education 1450 Energy Park Dr., Suite 350 St. Paul, MN 55108 (800) 657-3866 (651) 642-0567	MINNESOTA INDIAN SCHOLARSHIP PROGRAM APPLICATION INSTRUCTIONS	2011-2012
			DUE: July 1st
			Page 1

Read instructions before completing application. Incomplete applications will not be processed.

Return the application to:
 Minnesota Indian Scholarship Program
 Minnesota Office of Higher Education
 1450 Energy Park Drive, Suite 350
 St. Paul, MN 55108-5227

PROGRAM INFORMATION

The Minnesota Indian Scholarship Program provides postsecondary financial assistance to eligible Minnesota resident students who are of ¼ or more American Indian ancestry and demonstrate financial need for an award. Eligible students must be attending eligible accredited institutions in Minnesota. Scholarships are available to eligible undergraduate students enrolled at least ¾ time and graduate students enrolled at least half time who are meeting Satisfactory Academic Progress (SAP) requirements as defined by the institution and have completed a Free Application for Federal Student Aid (FAFSA) and applied for other state and federal scholarship and grant programs. Students are eligible to receive a scholarship for up to five years of study at the undergraduate level (limited to 3 years of funding for students in less than 4-year programs) and an additional five years of study at the graduate level and may receive the scholarship for only one degree per undergraduate educational level and one terminal degree. The award amount is based on need up to \$4,000 per year for undergraduate students and up to \$6,000 for graduate students. Scholarships are awarded on a ‘first come – first served’ basis based on the date your **complete** application is received at the MISP office at the address listed above or via an online application.

COMPLETE APPLICATION CHECKLIST

In order for your application to be considered **complete** once received at the MISP office, your application must include the following:

- The name of the college and the campus location, if applicable, that you plan to attend or are already attending
- A complete mailing address, to ensure that we can correspond with you
- A complete budget sheet completed by a school official in the financial aid office at your college (college may submit online)
- Documentation of ¼ American Indian ancestry showing blood quantum must accompany the application unless you have applied for the MISP before and it was submitted with your previous application
- Student signature and date

PRIORITY DEADLINE CONSIDERATION

Priority deadline is **July 1st**. In order to be considered for priority funding you must:

- Step 1: Complete a Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov
- Step 2: Complete student section of attached Minnesota Indian Scholarship Program Application
- Step 3: Request college financial aid office to complete school budget section of application in paper or online
- Step 4: Submit complete application, including student section and school budget section to the MISP at the address listed
- Step 5: If applying for tribal scholarship, submit copy of completed MISP application to tribal scholarship office

IMPORTANT INFORMATION

- Scholarships are awarded on a ‘first come – first served’ basis based on the date your **complete** application is received at the MISP office at the address listed above or via an online application.
- If we require additional information, we will contact you via U.S. mail and/or your submitted email address.
- We make every attempt to contact you in regards to your application status via U.S. Mail and/or email, but if it is returned with no forwarding address, notification is sent to your college and will remain as the only notification.
- It is **YOUR** responsibility to contact us if you have a change of address or other information.
- It is **YOUR** responsibility to get **ALL** requested information to us as soon as you can, as delays may result in lack of funding.
- Registering on the **FIRST** day of class may result in a lack of funding or delayed disbursement of your MISP award if your college has to recalculate your budget.
- Undergraduate students must be registered for ¾ time or more and graduate students at least half time. Applications will not be considered for students not registered at the required enrollment level.
- We recommend that you apply for a tribal scholarship as soon as possible.
- We recommend that you contact your college financial aid office after you have submitted your MISP application to ensure that all the required documentation has been received.

QUESTIONS??

- If you need assistance filling out this application or have any questions, please contact us at:
Telephone Number 1-800-657-3866 or (651) 642-0567 Option 1.
- You can also submit email inquiries to info.ohe@state.mn.us.
- Be sure to specify your inquiry is related to the Minnesota Indian Scholarship Program.

FINANCIAL AID MANUAL	NUMBER Section III	PAGE App 1
SECTION Indian Scholarship Program	DATE July 2011	

MINNESOTA OFFICE OF HIGHER EDUCATION	MN Indian Scholarship Program MN Office of Higher Education 1450 Energy Park Dr., Suite 350 St. Paul, MN 55108 (800) 657-3866 (651) 642-0567	MINNESOTA INDIAN SCHOLARSHIP PROGRAM APPLICATION (Revised 7/1/10)	2011-2012
			DUE: July 1st
			Page 1

GENERAL INFORMATION: <ul style="list-style-type: none"> ▪ Read attached program information sheet and visit www.getreadyforcollege.org/indianscholarship for more information on eligibility requirements ▪ Complete applications received after priority deadline of July 1 may be placed on a waiting list and awarded in order of the complete application date ▪ Applications can also be submitted online at www.getreadyforcollege.org/indianscholarship Complete steps #1-5 by July 1st in order to be considered for priority funding: <ol style="list-style-type: none"> 1. Complete a Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov 2. Complete student section of Minnesota Indian Scholarship Program Application 3. Request college financial aid office to complete school budget section of application 4. Submit complete application by July 1st (must include school budget and ancestry documentation) 	TYPE OF APPLICATION <input type="checkbox"/> New (never applied) <input type="checkbox"/> Renewal (applied to program before)
	TERMS OF ATTENDANCE <input type="checkbox"/> SSII (Starts after July 1) <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> SSI (Starts before June 30)

STUDENT SECTION – ALL INFORMATION REQUIRED

Name (Last, First, Middle)			Social Security Number		
Please list ALL names, including maiden name, that you have used previously			Date of Birth		
Mailing Address			E-Mail Address		
City	State	Zip Code	Telephone Number () -		
Permanent Address (if different from mailing address)		City	State	Zip Code	
College and campus site attending					
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Other (Divorced, Separated etc.)			
Degree seeking <input type="checkbox"/> Certificate/Diploma <input type="checkbox"/> Associate's <input type="checkbox"/> Bachelor's <input type="checkbox"/> Graduate/Master's <input type="checkbox"/> Doctorate or Professional		Major/Program	Are you an Education Major? <input type="checkbox"/> YES <input type="checkbox"/> NO	Expected Graduation (month/year)	
Did you graduate from high school? <input type="checkbox"/> YES <input type="checkbox"/> NO	If YES:	High School (Name, City, State)	Year of Graduation	If NO:	Year of GED:

Tribal Affiliation (check one): <input type="checkbox"/> Enrolled in Tribe <input type="checkbox"/> Combination		All new applicants <u>must</u> attach documentation from all tribes verifying ¼ or more American Indian blood. If combination, applicant <u>must</u> provide documentation showing blood quantum from each tribe.			
Please list all tribes with which you are affiliated (If Minnesota Chippewa Tribe, indicate band):					
Tribe and Band (if applicable):		Tribal Address (include city, state, zip):			
Tribe and Band (if applicable):		Tribal Address (include city, state, zip):			
Tribe and Band (if applicable):		Tribal Address (include city, state, zip):			

STUDENT CERTIFICATION AND PERMISSION FOR RELEASE OF INFORMATION
Please check the box next to each statement indicating that you understand the statement:

- I understand and accept the obligation to provide a written report to the college financial aid office of any changes in information provided on this application.
- I give permission to my college, the MISP and tribal offices to verify the information provided on this application and to obtain information for all funding sources relating to this application and for verifying my degree of Indian ancestry.
- I give permission to my college, the MISP and tribal officials to enter the information from this application onto the web-based application on my behalf.
- I certify that the information on this application is true and correct and I promise to provide additional documentation if requested.
- I understand that this form is used to establish eligibility for the MISP and that if I purposely give false or misleading information on this form, I may be subject to a fine, prison sentence or both; and such action may result in the forfeiture of future awards from this program.
- I understand that any changes in my FAFSA, Pell Grant, MN State Grant, or other financial aid may cause my scholarship award to be adjusted.
- I understand that all awards are subject to the availability of funds.

Applicant Signature	Date
---------------------	------

FINANCIAL AID MANUAL	NUMBER Section III	PAGE App 1
SECTION Indian Scholarship Program	DATE July 2011	

FINANCIAL AID OFFICER: PLEASE COMPLETE "PAGE 3" BUDGET SHEET ↗

MINNESOTA OFFICE OF HIGHER EDUCATION	MN Indian Scholarship Program MN Office of Higher Education 1450 Energy Park Dr., Suite 350 St. Paul, MN 55108 (800) 657-3866 (651) 642-0567	MINNESOTA INDIAN SCHOLARSHIP PROGRAM BUDGET SHEET (FOR FINANCIAL AID OFFICE USE ONLY)	2011-2012 DUE: July 1st Page 1
---	---	--	--

IDENTIFICATION INFORMATION		
Student Name	Social Security Number	Does student meet MN State Grant residency requirements? <input type="checkbox"/> Yes <input type="checkbox"/> No
Institution Name	Federal School Code	City, State

FINANCIAL AID OFFICE VERIFICATION OF INFORMATION						
School Official (please print)	Signature	Date	Telephone Number () -			
ISIR date this budget/EFC is based on:			Check here if Budget Sheet sent to Tribal Scholarship Office: <input type="checkbox"/>			
Type of Budget:	<input type="checkbox"/> First Budget	<input type="checkbox"/> Revision, Summer Add On	Revisions:	<input type="checkbox"/> 2nd Revision Date:		
	<input type="checkbox"/> Revision	<input type="checkbox"/> Summer Only	<input type="checkbox"/> 1st Revision Date:	<input type="checkbox"/> 3rd Revision Date:		
Student Will be Attending <input type="checkbox"/> Full Time <input type="checkbox"/> 3/4 Time <input type="checkbox"/> 1/2 Time <small>(undergraduate students not eligible at 1/2 time)</small>	Current Student Status: <input type="checkbox"/> Eligible <input type="checkbox"/> Academic Suspension <input type="checkbox"/> In Default on Federal or State Loan <input type="checkbox"/> Withdrawal <input type="checkbox"/> Other:		Current degree student is seeking: <input type="checkbox"/> Certificate/Diploma <input type="checkbox"/> Associate's <input type="checkbox"/> Bachelor's <input type="checkbox"/> Graduate/Master's <input type="checkbox"/> Doctorate or Professional			
Budget Period:	From:	To:	Total Cost of Attendance for this Budget Period:		\$	
Resources:	Parent Contribution: \$	Student Contribution: \$	Total Resources (EFC):		\$	
IMPORTANT:	Please list grants, scholarships, and institutional aid the student is receiving or expected to receive. Please do not list federal or private loans. Start Date will determine MISP disbursement date. Enrollment level used to determine if student is eligible each term.					
TERMS	SSII	FALL	WINTER	SPRING	SSI	TOTAL
Start Date (for disbursement)						
Enrollment Level (FT, 3QT, HT)						
Assessed Need (COA - EFC)	\$	\$	\$	\$	\$	\$
FEDERAL/ STATE/ COLLEGE GIFT AID DO NOT INCLUDE LOANS	PELL	\$	\$	\$	\$	\$
	SEOG	\$	\$	\$	\$	\$
	MN ST GT	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
BALANCE	\$	\$	\$	\$	\$	\$

ADDITIONAL INSTITUTIONAL COMMENTS						

TRIBAL AND MISP FUNDING (FOR MISP OFFICE ONLY)						
TERMS	SSII	FALL	WINTER	SPRING	SSI	TOTAL
DATE						
TRIBE	\$	\$	\$	\$	\$	\$
MISP	\$	\$	\$	\$	\$	\$

Comments:
