

WHITE EARTH SCHOLARSHIP PROGRAM
UNDERGRADUATE APPLICATION CHECKLIST

PLEASE ENCLOSE THIS LIST WITH ALL PERTINENT APPLICATION INFORMATION TO:

White Earth Scholarship Program, PO Box 418, White Earth MN 56591
Phone (218) 983-3285 ext.5304---Fax (218) 983-3705—Email: highered@whiteearth.com

_____ WHITE EARTH SCHOLARSHIP APPLICATION Completed by MAY 31ST .
(Must reapply each year)

_____ EDUCATION PLAN Completed.

_____ WESP CERTIFICATE OF AGREEMENT Completed.

_____ ACADEMIC TRANSCRIPTS Included.

_____ REGISTRATION (Class, Course, or Tuition Fee Statements) Included.

_____ HIGH SCHOOL DIPLOMA OR GED Included.

_____ AWARD LETTER Included

The items listed below should be completed

_____ FAFSA (Free Application for Federal Student Aid) Completed.
(FAFSA must be completed www.fafsa.ed.gov no later than 4 weeks prior to first day of classes)

_____ MISP (MN Indian Scholarship Program) Application Completed.
(MN residents attending a MN accredited College or University are eligible only).

_____ OOSNA (Out of State Needs Analysis/Budget) Completed.

*Students please note that only complete application files will be considered for an award. Awards are first come first served and must fit within student budgets as submitted by your financial aid office at the institution you will be attending during the current year. Applications submitted to the WESP (or to any other financial resources to attend post-secondary classes) are not an actual guarantee to receive an award.

To remain eligible for the White Earth Scholarship Program for each year of attendance, you must complete and submit your WESP application on a yearly basis, preferably 8 to 12 weeks before beginning or continuing at your current institution. A copy of your course registration (class registration) and transcripts must be received by the WESP before the release of your next award in any given academic year.

Applicant Name (Please print)

Institution---Program---Year of Attendance

Signature of Applicant

Date

*****WESP USE ONLY*****

MCT-WE BQ Verified

Date of Application Review

Award Dates and Amounts

White Earth Scholarship Program
PO Box 418
White Earth MN 56591
Phone (218) 983-3285
Fax (218) 983-3705
highered@whiteearth.com

APPLICATIONS FOR THE WHITE EARTH SCHOLARSHIP PROGRAM WILL HAVE A PRIORITY
DEADLINE MAY 31st ^{PRIOR} TO THE NEXT ACADEMIC YEAR

As per White Earth Scholarship Program policies, all applicants **must**:

- Be an enrolled member of the MCT-White Earth Band.
- Apply at least 8 to 12 weeks **prior** to the day classes begin.
- Be accepted to an accredited Higher Education University or Technical College.
- Apply for Federal Student Aid (FAFSA). This is a requirement regardless of your income status!
- Have a high school diploma or GED prior to WESP consideration.

The White Earth Scholarship Program is an incentive-based program. Your post-secondary institution's financial aid office may determine your award based upon results of your completed FAFSA (Free Application for Federal Student Aid). The FAFSA completion is a REQUIREMENT for consideration of a White Earth Scholarship award. No Exceptions will be made.

This also includes:

- WESP Application(s).
- Certificate of Agreement.
- Education/Program Plan.
- All previous academic transcripts (where applicable).
- ISAP completed by you and your financial aid office.
- Course registration for upcoming term of attendance.
- Minnesota Indian Scholarship Program (ISAP) application must be completed regardless of eligibility.
- Financial Aid administered by the school (State grants, Institution funds, Minority, Merit, need-based scholarships and/or tuition waivers).

Before your award eligibility is determined, your WESP application/file must be complete. Funding amounts will be determined by the date of applying to WESP, a completed file, and your eligibility to receive federal student aid. Your application will be considered incomplete if our office does not receive all of the requested information. Students not complying with program requirements risk ineligibility for funding through this program.

APPLICATIONS TO THIS OR ANY OTHER FINANCIAL ASSISTANCE PROGRAM IS NOT A
GUARANTEE TO RECEIVE AN AWARD.

If you receive a WESP Award, you must maintain a minimum term (quarter/semester) grade point average (GPA) of 2.00 throughout your academic career. You must submit grades after each term you attend prior to release any subsequent awards, as well as course registration (class listing) for the upcoming term and any other requested documentation. Please note incomplete course work and/or withdrawing (dropping) from classes will lead to Academic Probation and/or Suspension of future WESP awards, unless there are mitigating circumstances. If you withdraw completely from all classes, you must pay your entire award amount for that term back to the White Earth Scholarship Program before any consideration for future awards.

Please keep us informed of your application progress so that we may process your application immediately. If your educational plans change after you have applied to the White Earth Scholarship Program, please notify our office immediately. If you have any questions regarding the application process, please call our office toll free at (800) 950-3248 ext. 5304 or 5302.

White Earth Scholarship Program Undergraduate Application

White Earth Scholarship Program, PO Box 418, White Earth MN 56591

Phone (218) 983-3285 ext. 5304----Fax (218) 983-3705 Email: highered@whiteearth.com

Minnesota

Out Of State

PART I- TO BE COMPLETED BY THE APPLICANT

PART I- TO BE COMPLETED BY THE APPLICANT											
LAST NAME		FIRST	M.I.	MAIDEN	Soc. Sec. No.	Date of Birth	State of Residency				
Permanent Address				Street	City	State	Zip	Area Code/Telephone	Marital Status		
								Single Married Separated Other			
High School Attended:				Post Institution Attending:			Undergraduate Program (Year of Attendance)				
							2 3 4 5 6 Other				
							Full Time		Part Time		Expected Graduation Date:
Year of Graduation: _____		Date Classes Begin: _____		Degree(s) Seeking: BA BS BFA AA AS AAS Diploma Certificate							
GED: _____		/ /		Major: _____							
Have you ever received a White Earth or MCT grant/scholarship before?							YES	NO	If so, When?		Where?
Father's Name		D.O.B		Tribal Affiliation:		Children or Dependents		Please list relationship:			
						1. _____		3. _____			
						2. _____		4. _____			
Mother's Maiden Name		D.O.B		Tribal Affiliation:		Date of FAFSA completion:					
						(Free Application for Federal Student Aid)					
ATTENTION						Person to contact in the event you cannot be reached:					
Name Enrolled Under if Different From Above:						Name _____					
						Address _____					
						Phone _____					
EMAIL ADDRESS I						EMAIL ADDRESS II					
<p>I hereby give permission to the institution of higher education to share all information pertaining to my financial aid application and/or academic record with the White Earth Scholarship Program (WESP). I will contact the financial aid office of the institution I have selected and will apply for any and all financial aid available to me. I will request that the financial aid office notify the WESP of any financial need and any aid available to me through the institution. I will provide the WESP a complete transcript at the end of every term of attendance and at any other time as requested by the WESP. I request that any grant awarded me be mailed to me in care of the financial aid office of the Institution I attend. I authorize the White Earth Reservation Tribal Council to provide prospective employers with my name, address and major/minor fields of study, upon completion of my academic program. I further authorize the White Earth Reservation Scholarship Program to obtain my Indian blood Quantum to determine my eligibility for services and financial assistance.</p>											
_____ (APPLICANTS SIGNATURE)						_____ (DATE)					
PART II---TO BE COMPLETED BY THE WHITE EARTH RESERVATION TRIBAL COUNCIL ENROLLMENT OFFICE											
I HEREBY CERTIFY THAT THE ABOVE NAMED APPLICANT:											
_____ IS AN ENROLLED MEMBER OF THE MINNESOTA CHIPPEWA TRIBE, WHITE EARTH BAND.											
_____ IS NOT AN ENROLLED MEMBER OF THE MINNESOTA CHIPPEWA TRIBE, WHITE EARTH BAND.											
I HEREBY CERTIFY THE ABOVE NAMED APPLICANT IS _____ / _____ DEGREE OF MCT INDIAN BLOOD, WHITE EARTH, ACCORDING TO AVAILABLE RECORDS.											
_____ (CERTIFYING OFFICIAL SIGNATURE)						_____ (DATE)					

EDUCATION PLAN

WHITE EARTH SCHOLARSHIP PROGRAM
PO BOX 418, WHITE EARTH MN 56591

NAME _____ SS _____

ADDRESS _____ CITY/ST/ZIP _____

SCHOOL _____ PREVIOUS SCHOOLS ATTENDED _____
(CURRENTLY ATTENDING)

TRANSFER CREDITS ACCEPTED BY PRESENT SCHOOL _____ PREVIOUS DEGREES EARNED _____

TERM AND YEAR AT CURRENT SCHOOL _____ EXPECTED TERM AND YEAR OF GRADUATION _____

MAJOR (S) 1. _____ 2. _____ 3. _____

MINOR (S) 1. _____ 2. _____ 3. _____

DEGREE SEEKING AT THIS TIME (please circle) CERTIFICATE-DIPLOMA -AS-AA-BA-BS-MASTERS-DR N/A

PLEASE LIST ALL COURSES PREVIOUSLY TAKEN (w/applicable) AND ALL COURSES NEEDED FOR GRADUATION.
(Be sure to include all past, present, and courses to be completed). Please be as accurate and comprehensive as possible.

COURSE	CREDITS	TERM/YEAR	IF COMPLETED GRADE RECEIVED	NOTE REPEATS/ OTHER COMMENTS
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

(CONTINUED NEXT PAGE)

A series of 20 horizontal lines, organized into four columns of five lines each, intended for student writing.

STUDENT SIGNATURE

DATE

WHITE EARTH SCHOLARSHIP PROGRAM POLICIES

All program policies and procedures are EFFECTIVE IMMEDIATELY, and will apply to all applicants for the 2004-05 academic year, as well as all future applicants.

The White Earth Reservation Tribal Council (hereinafter referred to as Tribal Council) and the White Earth Scholarship Program (hereinafter referred to as WESP) reserve the right to interpret and apply all policies and procedures approved and adopted for use in the conduct of official business of the White Earth Reservation. All determinations by the Tribal Council relative to any such interpretation and application shall be final and conclusive in each case.

As an eligible student, it is the Student's RESPONSIBILITY to complete and submit all appropriate documents as per WESP guidelines. Students not meeting WESP eligibility requirements or failing to submit all documents in compliance with WESP requirements will have their student files deemed **INACTIVE by the WESP, and will not be considered for an award. Students not receiving an award are notified via correspondence, with the reason(s) provided therein. A student file is maintained on all students making application to the WESP, regardless of award determination and status. **An application to the WESP is not a guarantee of student financial assistance through this program.****

IMPORTANT: Application to this or any other financial aid program is not a guarantee for financial assistance to attend school. Students are responsible for application for all financial aid well in advance of the date classes begin at their institution. All students enrolling in a post-secondary institution agree, by registering for and/or attending classes, to be financially responsible for ALL costs incurred during their attendance. Financial aid, including WESP awards, is provided to minimize student costs (out of pocket expenses) while in school.

Eligible students may receive a WESP award which, either directly or combined with other student resources, exceeds the cost of their tuition, books, and fees, up to the WESP maximum amount per academic year and within the student budget at the institution. This overage amount is provided for minimal *living* expenses for the student while in school. Student financial need is **NOT** assessed in the WESP office; and, additional funds will not be awarded to students above or beyond the student academic/financial need, as stated in the student budget from the financial aid officer at the institution. Further, awards will not exceed the maximum award amount as established by the WESP. All monetary needs and bills incurred by the student are ultimately the student's responsibility.

TO BE ELIGIBLE FOR THE WHITE EARTH SCHOLARSHIP PROGRAMS, ALL STUDENTS MUST: *

***BE AN ENROLLED MEMBER OF THE MINNESOTA CHIPPEWA TRIBE, WHITE EARTH BAND**

Tribal enrollment will be verified for each WESP application made by a student.

***SUBMIT AN APPLICATION TO THE WESP**

Students must submit an application to the WESP for each new academic year and for each institution the student makes application to. Returning students must reapply each year, and transfer students must submit an application for each institution they attend. Students transferring institutions within an academic year should submit applications for both institutions to WESP simultaneously. Federal guidelines require students wishing to attend during Summer Sessions(s) to submit a separate WESP application for the Summer Session(s). All applications should be sent directly to the scholarship office. Complete, original signed student applications must be submitted. Originals are required for signature verification purposes.

Application Deadline

Priority deadline for application to the WESP will be May 31st prior to each (fall term) academic year. First priority for funding will be given to WESP eligible students applying on or before the deadline, as their files are complete. WESP eligible students applying after the deadline and up to the sixth week of attendance will be given second priority. Applicants applying after the eighth week may not receive an award.

***HAVE A HIGH SCHOOL DIPLOMA OR GED**

All students must either graduate from high school or complete a GED program. Students earning a GED must submit a copy of their GED to the WESP prior to being considered for a WESP award.

Please note: high school students attending a post-secondary institution through a Post-Secondary Enrollment Option (PSEO) program (or a similar program in their state), are not eligible for an award through the WESP as they have not (yet) earned a high school diploma or GED.

***APPLY AND BE ACCEPTED AT AN ACCREDITED POST-SECONDARY INSTITUTION, ENROLLED IN AN ACCREDITED PROGRAM**

All eligible programs and institutions must be accredited, as stated within the 25 CFR. Students enrolled in institutions not providing college credits for completed courses are not eligible for this program. **Correspondence courses, community education courses, private companies and professional organizations are ineligible.** Educational courses lasting less than one full-time academic year (3 quarters/2 semesters) are ineligible, except in cases where courses taken will enhance a previously earned degree, or are required for continued licensure pertaining to the degree.

***APPLY FOR ALL AVAILABLE FINANCIAL AID**

FAFSA, MISP, Academic, Athletic, Leadership, Curriculum-based scholarships, grants, etc.:
All students agree, by applying to the WESP, to also complete a Free Application for Federal Student Aid (FAFSA), and to apply for other resources for financial assistance to attend a post-secondary institution. Minnesota students must also apply to the Minnesota Indian Scholarship Program (MISP, completing their ISAP), regardless of their eligibility status with that program. Students residing and/or attending an institution outside Minnesota must complete a WESP Out of State Needs Analysis (OOSNA) in lieu of the ISAP. Students failing to apply for other types of financial aid will not be eligible for a WESP award.

***SUBMIT A PROGRAM/EDUCATION PLAN**

Program guidelines impart first priority to students attending within the Recommended Maximum Terms of Attendance. Therefore, an actual record of student attendance (previous service check of total terms attempted and GPA) is mandatory. Program or Education Plans are required of all students prior to release of a WESP award. These plans must include all post-secondary education courses previously attempted (enrolled in), attended, regardless of completion thereof, as well as courses the student is currently enrolled in and all remaining courses required for graduation from their program. Liberal education, core and related requirements: electives and all additional courses taken, including repeats, non-passing grades and classes from which the student formally withdrew.

***SUBMIT COURSE REGISTRATION INFORMATION:**

In addition, all students are required to submit a copy of their course registration (class schedule) for the upcoming term of attendance. This registration information will be verified against the student Program/Education Plan. If changes are noted, the student must provide information to WESP regarding same: change in major, availability of classes, etc.

***SUBMIT PREVIOUS POST-SECONDARY ACADEMIC TRANSCRIPTS (GRADES):**

All students are required to submit a full transcript from each post-secondary institution they attend. This includes students who enroll in and then withdraw or stop out of courses prior to completing any given term. The transcripts will be reviewed to assist in determining priority for funding, as well as monitoring academic progress and total time in school.

When all other WESP (and institution) requirements* are met by the student, the WESP will make an award determination. If a file is incomplete, it will be assumed that the student is not attending school at this time, and consideration for awards will not occur. If a student has not received notification regarding their award (or denial) from the WESP within two weeks prior to the date classes begin, it is the STUDENT'S responsibility to contact the financial aid office, and the WESP for clarification. All students with complete WESP files will be notified via mail regarding their WESP award application. Award denial notification will include reason(s) for denial, within the correspondence.

The WESP reserved the right to revise student eligibility criteria requirements upon approval by the WESP Advisory Board, White Earth Reservation Tribal Council, Bureau of Indian Affairs, U.S. Congress, and within budget limitations.

A roster of student awards/denials may be forwarded to each institution's financial aid office upon award determination.

PRIORITY PLAN:

PRIORITY WILL BE GIVEN ON AN INCENTIVE BASED, FIRST-COME/FIRST SERVED BASIS TO ELIGIBLE FULL OR PART-TIME STUDENTS AS FOLLOWS:

New or returning students in good standing (academically), pursuing their first Program Service:

Certificate Diploma AAS AS AA Baccalaureate Masters Doctorate

Returning students pursuing an additional program service, as noted above, in which the previous credits and previous program services ARE applied (accepted as a portion or pre-requisite of the coursework by the institution) towards achievement of new/additional program (i.e., an L.P.N. to an A.D.N., or R.N. or A.A. to a Baccalaureate degree).

Returning students: with prior academic or progress issues:
Less than 2.0 GPA for other than mitigating circumstances
Academic Probation for other than mitigating circumstances

Suspended/Terminated from the WESP for other than mitigating circumstances
Expelled from the institution

Returning students: with a previous program service(s) where the previous service cannot or will not be applied toward the new diploma, certificate or degree sought.

LOW PRIORITY for WESP:

Students will be considered "Low Priority" to receive a WESP award if they meet one or more of the following criteria:

- Are applying after the May 15th priority deadline, and/or less than eight weeks prior to the start of classes
- Are applying for summer school funding
- Have been on Academic Probation with the WESP or post-secondary institution
- Have been Suspended by the WESP, or the Minnesota Chippewa Tribe previously
- Are not achieving "Reasonable Academic Progress" towards completion of their program
- Are seeking an additional certificate, diploma or degree (unless all previous credits apply towards completion of degree, i.e., LPN to RN or ADN, AA to BA or BS, etc.)
- Are attending beyond "Recommended Maximum Terms of Attendance"
- Are not seeking a degree
- Have adequate family contribution resources for financial aid purposes

Default Status

Students in default status with any student lending agency or institution will not be eligible to receive a WESP award until after they provide proof they are no longer in default, and meet all other WESP criteria.

Incarcerated Students

Students currently incarcerated are not eligible to receive a WESP award.

Financial Aid Ineligible

Students who are ineligible for federal financial aid and/or loans for any reason are ineligible to receive an award from WESP.

Past Term Funding

The White Earth Scholarship Program does not pay for terms completed before applying to WESP. All criteria must be met to be awarded for the current term.

Dual Institutions

Students who attend two or more institutions concurrently will receive funding at one institution only unless the student submits course/class documentation recommendation from one institution the transfer of credits will apply to intended major.

ENROLLMENT STATUS

Full-time: The WESP requires full-time undergraduate students to successfully complete NO LESS THAN 12 QUARTER OR SEMESTER CREDITS each term. Full-time status may otherwise be determined by the institution for the following: schools utilizing clock hours, summer school students, graduate students, or other, as documented by the institution.

All attempted credits should be at college level (100 level or above). Preparatory and/or remedial classes in lower levels may not be funded by the WESP unless recommended or required by the institution.

Full-time students who leave classes (withdraw, drop, stop out, etc.) bringing them below full-time status for other than mitigating circumstances automatically put their future WESP awards at risk.

Part-time: Students registering for less than 12 credits (or deemed part-time by institution standards) are considered part-time by the WESP. Part-time students will be considered for funding; however, the award may be limited by the student budget, as determined by the financial aid office (which includes the family contribution based on income and any other grants the student may receive). As in all other cases, if the student budget is met by the other grants or loans taken prior to completion of a WESP application, the student may not be eligible to receive a WESP award.

MINIMUM PROGRAM LENGTH

The WESP will not provide awards for students attending a program less than one, full-time academic year in length (2 semesters/3quarters) within the State Of MN. Outside the State of Minnesota, students must be enrolled in an accredited course at least 4 semesters/6 quarters). Students wishing to pursue short-term training to enhance their employability are advised to seek other means of financial assistance, such as financial aid, student employment, employers, state and federal assistance programs, you may appeal this decision (see appeal process).

SUMMER SCHOOL

Due to budgetary limitations, in most cases summer session funding will not take place. All students must submit a separate WESP application for summer funding. All students must be aware that their entire WESP award for the previous academic year will be included in determining summer funding eligibility. Only special circumstances will be considered for summer funding:

IF the student will graduate from the institution immediately following the summer session funded. (Student will not be required to complete ANY other courses at the institution prior to graduation.)

OR the institution requires the student to attend throughout the summer in order to complete the program and graduate from the institution. Proof of same is required.

The WESP will not consider applications for students who begin their programs in the summer, nor will it consider funding students choosing to attend during summer sessions where attendance is not required by the institution.

For example, if the following requirements are met:

The academic program requires summer attendance;

The student has made satisfactory academic progress;

That same student receives an amount during the same academic year for which they apply for summer session funding where the maximum yearly award has not been met or exceeded,

The WESP, if funds are available, may provide up to the yearly maximum award, an amount for the summer session.

GRADUATE PROGRAMS:

Students seeking a graduate degree may be eligible to receive an award from the WESP, provided they meet the following criteria:

Are participating in an approved program:

_____ Business _____ Education _____ Human Services
_____ Law _____ Medicine, and

Complete requirements of the WESP Graduate checklist (see scholarship office for a copy).

Graduate students are required to maintain a 3.0 GPA while in school. Other procedures for graduate students, including priority establishment and general guidelines, will follow undergraduate program policies.

ACADEMIC REQUIREMENTS

All students are required to maintain a minimum grade point average (GPA) of 2.0 each term (quarter or semester or grading period equivalent as set by the institution) they attend a post-secondary institution. Students in good standing must also successfully complete all courses they attempt during each term of attendance, whether they are awarded at full or part-time status. Each student's GPA and course completion record will be considered in all award determinations, regardless of when or where the record was earned by the student. Student academic history is maintained and reviewed prior to each award determination.

***Submission of Academic Transcripts (Grades)**

Academic Transcripts reflecting the minimum academic requirements (2.0 term GPA and successful completion of term course work at the student's full or part-time level) must be received by the WESP office, along with a copy of course registration, prior to release of the student's next award. **"No grades, no money."** If a student fails to submit their academic transcripts within *four weeks* into their next term of attendance, the student risks losing their award(s) for the remainder of the academic year. The student may be notified in writing, defining the time limit for grade submission prior to cancellation of the remaining award(s). Students failing to comply with this or any other WESP request will be ineligible for the remainder of the academic year; the WESP will assume the student is not attending and/or does not wish to continue their program. The WESP reserves the right to rescind student awards due to not attending and/or does not wish to continue their program. The WESP also requires students receiving an award from this program to submit academic transcripts at the end of the academic year, as well as the end of their academic career.

Incomplete Coursework:

Scholarship awards for students failing to complete their course-work within the term (quarter/semester) will be withheld until formal notification has been made by the student and the institution to the WESP, employing an official grade change notice from the institution. All other eligibility requirements will also apply, and must be met before the release of further awards. At the same time, students may be placed on Academic Probation with the WESP. Please refer to Academic Requirements. Mitigating circumstances will be considered via a complete appeal (see Mitigating Circumstances and Appeals).

Academic Probation:

All students earning below the required academic minimum may be required to seek assistance at their institution in the form of tutoring or special study sessions.

The first time that full or part-time students do not earn the 2.0 GPA academic minimum, and/or fail to successfully complete their coursework (withdrawing, not earning a passing grade or failing, etc.) for other than documented, appealed and permitted mitigating circumstances, they will automatically be placed on Academic Probation (AP) with the WESP. AP will be in effect during the student's next (one) term of attendance, regardless of funding date, status with the WESP, a change in program or transfer to a different school.

If the student's transcripts for the completed term on Academic Probation prove the required achievement of a 2.0 GPA AND successful completion of all coursework with a passing grade, and all other WESP requirements have been met, the term of AP may be lifted for the next term of attendance.

Suspension:

If, during Academic Probation, the academic status does not improve to the minimum 2.0 GPA requirement or the student again fails to complete their coursework or earn a passing grade, the student will automatically be placed on Suspension with the WESP. Suspension refers to cancellation (awards are rescinded) of all subsequent awards for the remainder of the academic year and until such time as suspension is lifted by the WESP.

If the first Suspension occurs at the end of an academic year, and the next year's award has not been determined, the student will be required to complete at least one term on his/her own, financially. This means that the WESP will not provide an educational grant for the student to attend post-secondary education during (at minimum) their next term of attendance.

Following Suspension from the WESP, a student may choose to reapply for a WESP award. Students do so with the understanding their application will be considered lower priority by the WESP. Students will be considered for future awards when they meet the following criteria:

- Successfully complete at least one academic term without WESP assistance; and
- Successfully complete all classes, without withdrawal, and
- Maintain a GPA of 2.00 or above for all terms, including future terms funded by WESP
- Meet all other WESP requirements

In addition, upon resumed eligibility to the WESP, students will automatically be placed on AP for one academic year of attendance. This will be at least three consecutive quarters or two consecutive semesters or the academic equivalent thereof, regardless of where or when the student attends a post-secondary institution.

Subsequent Suspension:

If a student continues to achieve less than the academic minimum while on AP for a second or subsequent time, student status will automatically advance to Suspension with the WESP for a second time. However, the length of the Suspension will also automatically increase to one academic year (3 quarters/2 semesters) of attendance, regardless of when or where that attendance takes place.

Subsequent Suspension can result in termination from the WESP.

Termination:

Termination of all future WESP awards can take place if the student:

- Is suspended returns and the lack of academic progress or achievement continues;
- Has met or exceeded the maximum term limit for their program, or the term limit as stated within federal guidelines, whichever comes first;
- If a student relinquishes their enrollment with the White Earth Reservation. (Student files will be transferred to the next reservation of enrollment upon written request by the student and/or next tribal scholarship program.)

Bona fide appeals of decisions made under these guidelines may be submitted to the WESP for review. Please see Mitigating Circumstances, Appeal Process and Advisory Board.

Mitigating Circumstances:

The federal guidelines governing this program allow the WESP to review situations where mitigating circumstances may have impeded student academic progress. Mitigating circumstances may include a "student's medical diagnosed condition impairing the ability to continue a course of study documented by (their) physician, or any other undue hardship that significantly hinders a student's academic progress." Signed, proper documentation from appropriate sources, including but not limited to the student's physician, academic advisor and/or other representative of the institution must be submitted with pertinent correspondence from the student prior to scholarship award review.

Appeal Process:

All students may appeal any award determination made by the WESP. Students with a bona fide grievance or appeal may submit the written, signed appeal, identifying the specific nature of the issue and providing pertinent documentation, to the Scholarship Administrator within thirty (30) days after the date of correspondence providing the initial award determination to the student. The Scholarship Administrator will submit the file to the Advisory Board for review. At this time, the Advisory Board may uphold or reverse the previous award determination based upon established program guidelines. A quorum of the WESP Advisory Board representatives will review and vote on the appeal, upholding or providing the new award determination. The Scholarship Administrator will refrain from this voting process. All determinations made by the WESP Advisory Board will be representative of the Tribal Council and the WESP: fair, comprehensive, and within program guidelines. Students will be notified via correspondence within one week after the appeal/award determination.

Advisory Board:

The WESP Advisory Board may provide direction and decisions to student appeals within the Policies of the WESP. Student appeals, items for special consideration based upon appropriate data and subsequent proposal for modifications to the WESP Policies will be introduced to the WESP Advisory Board for recommendation and approval prior to presentation to the Tribal Council for final approval. A majority of the active Advisory Board shall constitute a quorum.

The WESP Advisory Board will consist of:

- A member of the White Earth Reservation Tribal Council, or a designated representative thereof;
- The Director of Education, White Earth Reservation;
- The White Earth/Minnesota State University Moorhead Program coordinator;
- The Minnesota Chippewa Tribe Educational Talent Search coordinator;
- The WESP staff, providing documentation relating to the appeals, and WESP Policy information; and
- Any other member(s), as appointed by the White Earth Reservation Tribal Council.

The WESP Scholarship Manager will be responsible for coordinating the WESP Advisory Board members of meetings. The WESP Administrative Assistant will keep meeting minutes and relative documents. In cooperation with the Scholarship Manager, the WESP assistant will also generate student correspondence relating to decisions as per the WESP Advisory Board. Note that final WESP Advisory Board determinations will be mailed to the student within one week of the determination.

For the purpose of equitable consideration and student privacy, the WESP Advisory Board will consider each student appeal without the student name on the documents.

The WESP Advisory Board may meet as needed. Updated policies, decisions and relative information will be provided to all WESP Advisory Board members as it arises and/or prior to each WESP Advisory Board meeting. If a quorum of the WESP Advisory Board is unable to meet within a reasonable amount of time following a student appeal, all of the WESP Advisory Board members will be provided with the pertinent information and contacted (in person or via telephone) on an individual basis for their decision to the student appeal. The decision of each WESP Advisory Board member will be properly recorded as to date and ruling.

Students may appeal the decision made by the WESP Advisory Board by submitting a written, signed letter of appeal, with proper documentation, through the WESP office for Tribal Council consideration. The WESP will provide student information to the Tribal Council. At least two (2) members of the Tribal Council may review the entire student file, if deemed necessary, prior to their award determination. The Tribal Council will provide written documentation regarding this award determination to the WESP. The WESP will notify the student in writing within one week of receipt of the award determination from the Tribal Council. Award determinations made by the Tribal Council within program guidelines will be considered final.

REASONABLE ACADEMIC PROGRESS:

The WESP must abide by the guidelines governing our federal contract. It is our intent to structure the WESP to operate fully within those guidelines, providing assistance – financial, counseling, or technical – for all dedicated students to achieve their post-secondary education goals. The ultimate goal of the WESP is to help ALL DEDICATED students graduate from his or her chosen program. Each year, this program has been unable to assist all eligible students who apply; due not only to budget constraints, but also students who receive an award and do not complete their programs on time. For this reason, all applicants are required to submit an Education Plan and course registration information prior to each term that they attend, as well as academic transcripts at the end of each term. The WESP will review each student's academic progress on an individual basis. Students not making reasonable academic progress towards completion of a degree will not continue to receive funding from this program. Reasonable academic progress will be reviewed according to the following criteria:

- ____ Education Plan (submitted by student prior to award)
- ____ Registration check, for courses needed to GRADUATE from their program/institution
- ____ Grade Point Average
- ____ Course-work completed

_____ Total number of terms attended/credits or clock hours completed
_____ Total number of terms remaining until graduation from the institution

Students should complete the coursework and GRADUATE from their program with credits or clock hours equal to those required by the institution for graduation from their program. Credits or clock hours will be tallied and compared to the student's Education Plan. Students attending beyond the scheduled program length or having more credits or clock hours than needed to graduate from their program – regardless of when or where the credits or clock hours were earned – may be deemed ineligible or low priority for a WESP award. Award determination will not take place until the student addresses the situation with the WESP through an official appeal, and their advisor at the institution. Appeals due to mitigating circumstances will be reviewed on an individual basis; however, compliance with program policies will be required.

Recommended maximum terms of attendance will be one term beyond program length, as established by the institution, not to exceed the maximum term of attendance limit established within recommended federal guidelines (Federal Register 62.33/25 CFR 40.8.a-c).

AWARDING PROCEDURES:

The WESP provides equitable, limited financial assistance for eligible students to attend accredited post-secondary institutions (with the exception of the White Earth Tribal and Community College as it seeks formal accreditation). The WESP will operate under the direct supervision of the Scholarship Administrator. The award determinations made by the Scholarship Administrator will be within the WESP Policies. If special consideration is necessary or in the case of an appeal, the Scholarship Administrator will consult with the WESP Advisory Board.

A WESP award amount cannot be determined until after we receive the student budget from the institution, as well as all other material required by WESP guidelines. This usually occurs within six weeks after the student mails/files the Free Application for Federal Student Aid (FAFSA), provided the student has met all other requirements at the institution and with the WESP.

MAXIMUM AWARD:

Each year a new maximum award will be determined by the WESP, based upon previous funding data and current contract/budget limitations. Note that many students will not receive the maximum award, due to other financial resources that must be considered and included within the student budget, due to federal, state, institutional and other guidelines.

Student Resources for Financial Aid Purposes:

All financial aid or monetary assistance a student is eligible to receive will be considered a student resource by the WESP, including but not limited to the following examples:

Parent Contribution	Student Contribution	Pell, SEOG, State Grants
Loans	Work Study	Scholarships (athletic/academic/college, etc.)
Tuition Waivers	Employment Benefits	JTPA/CEP/DVR/Veterans etc.

A WESP award may replace or reduce certain other student financial aid resources to be utilized by the student to pay for school and/or living expenses while in school. Questions regarding student budgets and how they are determined should be directed to the financial aid office at the institution and/or the agency offering the financial assistance in question.

\$0 Unmet Need:

Students with adequate gift aid (grants and/or scholarships they will not have to pay back upon leaving school) to pay for their post-secondary education demonstrate \$0 Unmet Need, and will not receive an award from the WESP. These students will be notified accordingly.

Student Award Process:

After a student award has been determined, the student will receive an award letter from the WESP. The institution will also be notified via a letter. A copy of the award letter will also accompany a check to the institution for processing and financial aid fee payment/disbursement. **All WESP checks will be sent to the institution**, and will be processed by the institution to applied towards school costs prior to release of any remaining overage (see below) amount to the student. Please contact YOUR financial aid office for dates and information regarding student financial aid disbursement. A copy of any further correspondence relating to student academic standing will be forwarded to the institution's financial aid office for their consideration.

After student fees are paid at the institution, there may be an overage amount released to eligible students. The student is responsible for payment of all fees incurred to attend school, and should utilize any remaining amount for school related and living expenses. Budgeting is very important: **eligible students in good standing will not have their next scholarship award check released to the institution for fee payment until they submit academic transcripts confirming successful completion of**

all courses, a term minimum 2.0 GPA and a copy of their course registration for the next term. (This means that your check will not arrive until after your next term begins, so please plan – budget – accordingly.)

Award Advances and Loans:

The WESP does not provide advances on awards or loans. The WESP does not pay current or previous student loans. The WESP does not pay student application or admission fees, nor does the WESP provide advances to pay student housing deposits or prepayments, uniform and equipment or tool costs, etc.

Payback of Grants:

Students accepting an award from the WESP who, for other than mitigating circumstances, do not successfully* complete the term will have the appropriate amount deducted from the final payment and subsequent payments, if necessary, until that amount has been recovered by the Tribe. For example, if you took 12 credit hours and passed 9 credit hours, the three you did not pass would be deducted from the next payment. If the next payment does not cover the amount, it will be deducted from the first payment for the next marking period, regardless of where or when you return to school. The WESP will not pay for repeating classes.

*Students not achieving a 2.0 term GPA or its equivalent at the end of a given academic period for any class and/or not (stop out, fail to enroll, withdraw or are expelled from their institution), successfully completing all courses for which they enroll.

An exception to this is WESP replacement of (partial) loans for students, up to the maximum award amount for the academic year. This takes place in lieu of loans and prior to student receipt of the loan. An additional exception may be for assistance with school costs only, up to the WESP maximum award per academic year, for student's whose family contribution, as assessed through the financial aid office is in excess of the student

WHITE EARTH SCHOLARSHIP PROGRAM
CERTIFICATE OF AGREEMENT

I, _____, the student, have read and understand the

Policies of the White Earth Scholarship Program. I agree to abide by all
Policies governing the White Earth Scholarship Program.

I understand that my negligence towards White Earth Scholarship Program
Policies and application criteria may¹ inhibit my current and/or future
application status and overall eligibility with the White Earth Scholarship
Program.

I understand that should my academic performance be less than the
minimum academic requirements of the White Earth Scholarship Program, I
risk the ineligibility and/or (cancellation) of White Earth Scholarship
Program grants; suspension can occur during the academic year.

I agree to take full responsibility for my academic achievements and
progress as well as all costs incurred relating to my academic career.

Student Signature

Institution

Date

Academic Year

WESP USE ONLY

¹ Please return to WESP, PO Box 418, White Earth MN 56591
Phone (218) 983-3285
Fax (218) 983-3705