

Grand Traverse Band of Ottawa and Chippewa Indians

Higher Education and Adult Vocational Training Scholarship Guidelines



Approved by the Grand Traverse Band Tribal Council on September 16, 2009
(Revised on March 13, 2017, May 18, 2022, July 2024)

Purpose

The Education Department of the Grand Traverse Band of Ottawa and Chippewa Indians provides the Higher Education Scholarship Program for GTB tribal members living and attending Michigan Public colleges and universities, or a Michigan accredited or licensed training facility.

- Higher Education scholarships are awarded for undergraduate and graduate course work based on numbers of credits students complete in a semester/term while attending an accredited post-secondary institution of higher learning.
- Adult Vocational Training scholarships are awarded based on numbers of hours of training while attending a Michigan, technical school, training facility, and/or a Michigan accredited or Michigan licensed learning facility.

Required Documentation

Students must submit the following documentation to have a **complete** application.

1. **Higher Education (HE) & Adult Vocational Training (AVT) Scholarship Application**, each new academic year
 - *All students must provide an e-mail address that is checked regularly.*
2. **Michigan Indian Tuition Waiver Application**, if applicable. ****Michigan Public Colleges and Universities Only.**
 - *HE – Note program residency requirement.*
3. **Michigan Driver's License or State of Michigan Identification**, copy of
4. **Grand Traverse Band Tribal Identification**, copy of
 - *All students must provide a Tribal ID dated October 2003 or later, or Certification of Tribal Enrollment letter from Membership Office.*
5. **Education Plan or Program Contract**
 - *HE – Education Plan must show number of credits and courses needed to attain degree as described in the course catalogue.*
 - *AVT – Program Contract must show payment expectations, timeframes, pertinent information as described in the program catalogue.*
6. **School-produced Class Schedule**, beginning of each new semester
 - *Must show student name, student ID #, school name, class names, and number of credits.*
7. **Official or Unofficial Transcript**, must contain G.P.A.
 - *HE – Must be submitted **within eight weeks** of the end of semester/term to receive scholarship.*
 - *HE – Official transcript must be submitted at least once per year.*
 - *AVT – Must submit monthly progress reports with number of hours completed.*
8. **Account Summary / Student Billing**
 - *HE – Must be submitted **within eight weeks** of the end of semester/term to receive scholarship.*
 - *AVT – Must be submitted with monthly progress reports.*

Significant Life Event

A life event is a major disturbance, something that changes your plans or interrupts some event or process of continuing the educational plan. If a student faces a life event that has prevented them from fulfilling their student goals, a letter describing the event can be submitted to the Higher Education Specialist for consideration and documentation. The letter may place the student back into good standing and eligible for scholarship. Please do not disclose any HIPAA and/or protected classes of Title 6, Civil Rights Act of 1964. Sensitive information will be redacted.

Letter of Authorization (Optional – Repayment Required)

After the student submits a complete application, at the beginning of each semester, they may request a Letter of Authorization (LOA), an advance, meant to assist with the cost of required books, required supplies, and non-tuition fees to their school. If a school does not accept a Letter of Authorization, the program will reimburse the student for required books, required supplies, and non-tuition fees if original receipts are submitted. The amount expended from the Letter of Authorization (LOA), advance, or reimbursement from the required books, required supplies, and non-tuition fees will be deducted from the student's overall scholarship at the end of the semester and the student will receive the difference.

If a student does not submit their transcript and account summary, the amount expended from the Letter of Authorization (LOA) advance or reimbursement will be deducted from a future scholarship. If a student receives a Letter of Authorization (LOA) and does not complete the semester; they will be ineligible for a future Letter of Authorization until repayment is made.

Additional Information

Students will receive a scholarship for only those classes they have successfully completed for credit and are part of their degree requirement.

Tribal Member employees who are completing training for the purpose of obtaining skills and/or certification as a condition of employment or obtaining additional skills to improve skills related to their position, and they are receiving paid work release to attend or complete the training and or certification shall be ineligible for any programs offered by the Education Department. There will be no duplication of payment.

The Program will not pay for more than two associate degrees, one bachelor's degree, one master's degree, and one doctorate degree.

- I. Program may assist with an additional bachelor's degree if the student has a new disability which prevents them from utilizing their first bachelor's degree for employment purposes, or if there is a documented economic downturn in which the student cannot utilize their first bachelor's degree for employment purposes.

All students must be degree seeking.

Program will not pay for repeated classes.

Program will not assist High School/College dual-enrolled students.

Colleges and Universities must be Michigan public schools.

Program will not fund any miscellaneous classes that fall outside the students' approved course of study.

- I. This rule applies to the Associate, Bachelor, and Master level students, although an educational advisor at the Master level may, by special request, advise that a student need an undergraduate class to complete their course of study.

PAYMENT GUIDELINES

HIGHER EDUCATION:

Scholarships will be awarded based on the number of credits taken, up to a **maximum of 16 credits per semester/term** for college and university undergraduates and up to a **maximum of 6 credits per semester/term for graduate students**.

Official or Unofficial Transcripts and Account Summary must be received **within 8 weeks** of the end of the semester/term to receive a scholarship.

- College Undergraduates - \$200 per credit hour for semesters and \$150 per credit hour for terms, maximum of \$9,600 per year (three semesters). Program will pay up to 16 credits above the required credits needed to attain degree.
- University Undergraduates - \$250 per credit hour, maximum of \$12,000 per year (three semesters). Program will pay up to 16 credits above the required credits needed to attain degree.
- Graduate Students - \$600 per credit hour, maximum of \$10,800 per year (three semesters). Program will pay up to 6 credits above the required credits needed to attain degree.
 - i. PhD All But Dissertation (ABD) students needing additional time to complete their dissertation may receive 3 credits every six months (\$600 x 3 credits) for up to 3 years to complete. Documentation from the advisor/president may be provided every six months on the progress of the dissertation.

The Program will pay for the fall, winter/spring, and summer semester/term; however, the Program will not award a summer scholarship unless one of the following criteria is met, documentation is provided, and scholarship funding is still available:

- The class is offered only in the summer semester/term.
- Is the last class, last semester/term the student needed to graduate.
- The class is part of an Accelerated program, a format which requires students to complete classes during the summer semester as well as the fall and winter/spring semesters to satisfy the requirements of their degree.

ADULT VOCATIONAL TRAINING:

Scholarships are available for GTB tribal members aged 18 years and older, for the purpose of Adult Vocational Training, Licensing, and State Board fees at a Michigan licensed or accredited technical school or training facility. Adult Vocational Training students must be able to complete their programs within three years at a Michigan licensed or accredited technical school or training facility.

Adult Vocational Training scholarships are awarded by clock hours. Thirty clock hours of attendance are equal to one credit hour.

- Adult Vocational Training - Licensing Fees, Certifications, and State Board Fees. Up to \$500 per calendar year.
- Adult Vocational Training Students - \$10.00 per clock hour, maximum of \$12,000 per year.

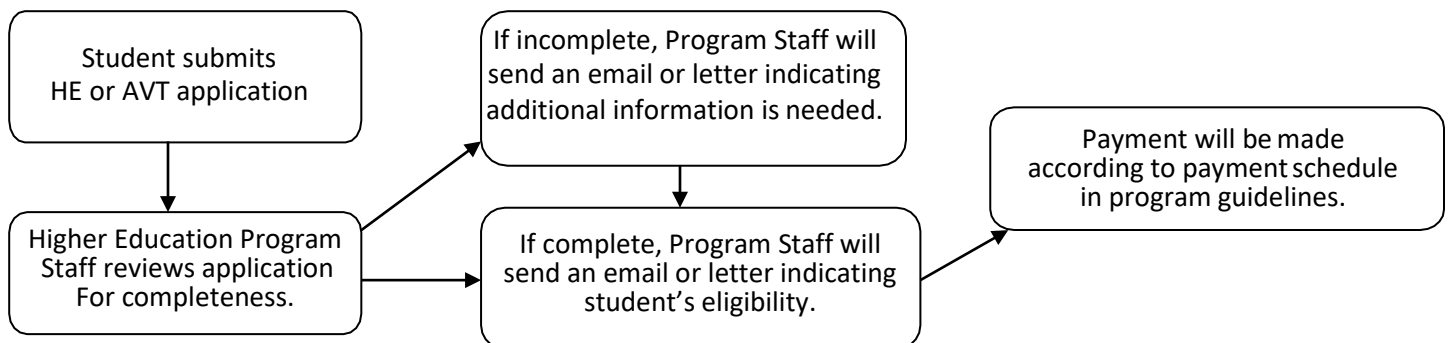
Program will not pay for more than two AVT licensing fees, certifications and/or state board fees, and no more than two Adult Vocational Training scholarships. If a significant life event occurs, student may reapply.

Program will not fund any miscellaneous classes that fall outside the students' approved course of study.

HOW TO APPLY

1. Contact Higher Education Scholarship Program staff for an application packet.
2. Students must be applying for the current school year.
3. Correspondence will be e-mailed to applicant giving further instructions if necessary. E- mail will be the primary mode of communication.

APPLICATION FLOW CHART



CONTACT INFORMATION

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