



MCGHEE-TULLIS
TUITION ASSISTANCE PROGRAM

Post - Secondary (College)

While the information requested within this application is voluntary, failure to provide necessary documentation and/or to fully complete all applicable parts may delay the processing of this application or make it impossible to process at all.

NAME: _____ Date of Birth: _____ Age: _____
PLEASE GIVE FULL NAME)

Social Security Number: _____ Tribal Roll Number _____ Sex (M/F) _____

Home Address: _____

Mailing Address: _____

E-Mail Address: _____ Home Phone: _____

Work Phone _____ Other: _____

Have you received a High School Diploma or GED Certificate: Yes _____ No _____

Indicate your current **College** Educational Status (Check One):

Freshman _____ Sophomore _____ Junior _____ Senior _____ Graduate Level _____

Name and Address of **Present** Post-Secondary School

Name and address of Post - Secondary School of **Choice**

Field of Study _____

Average cost of Yearly Tuition _____

With my signature below, I hereby certify that the information given on this application is true and correct to the best of my knowledge.

Signature of Applicant

Date

PLEASE ENCLOSE LETTER OF ACCEPTANCE FROM YOUR COLLEGE OF CHOICE

VERIFICATION OF TRIBAL MEMBERSHIP

To be completed by the applicant:

Applicant's Full Name: _____ DOB: _____

Are you a Tribal Member of the Poarch Band of Creek Indians? Yes ___ No ___ Tribal Roll No. _____

Phone contact No: _____ or _____

Father's Full Name: _____ DOB: _____

Mother's Full Name: _____ DOB: _____

With my signature, I authorize the release of this information to the Tribal Enrollment Specialist of the Poarch Band of Creek Indians, for the purpose of verification of Tribal Enrollment.

Signature of Applicant

Date

**THIS SECTION FOR OFFICE USE ONLY! TO BE COMPLETED BY THE POARCH
BAND OF CREEK INDIANS' TRIBAL ENROLLMENT SPECIALIST**

This verification document was received by the Tribal enrollment office on: _____

The applicant is (check one):

___ An enrolled Tribal member of the Poarch Band of Creek Indians

___ Not an enrolled Tribal member of the Poarch Band of Creek Indians

Applicant's Name (as it appears on Tribal roll): _____

Blood Quantum: _____ Applicant's Tribal Roll Number: _____

With my signature below, I verify that the preceding information is accurate

Tribal Enrollment Specialist Signature

Date

Acceptance of Terms

I have read the policy manual relating to the Education Discretionary Tuition Assistance Program. I understand that this policy outlines the regulations regarding this program, and that this policy has been enacted by the Tribal council of the Poarch Creek Indians. I understand the financial limitations of this program, and I agree to pay all costs over and above the amounts indicated in the policy document.

In the event that I withdraw from, or am expelled from school for any reason, any monies which have been paid on my behalf for future tuition must be reimbursed to the Tribe. These funds may not be used for settlement of my account.

I understand that any attempt to defraud the Poarch Band of Creek Indians will result in complete forfeiture of any funds remaining in my Tuition Program allotment, and the Tribal Council may bar me from receiving any other Tribal services they deem appropriate.

I agree to provide to the Poarch Creek Indians Education Department a copy of my grade report as soon as practicable. I further agree that I will update my application yearly, according to the established timeframes discussed within this policy. I understand that failure to submit an updated application as required will cause me to be terminated from this program.

All questions regarding these terms and policy itself should be directed to Shelia Fisher, Tuition Program Coordinator at (251) 368-9136 extension 2241 or Sandra Hiebert, Education Executive Director at extension 2020.

Program Participant/Parent or Guardian (if under 18)

Date

Witness

Date

Poarch Band of Creek Indians

McGhee – Tullis Tuition Assistance Program

Revised December, 2008

**Poarch Band of Creek Indians
McGhee – Tullis Tuition Assistance Policy
General Information**

The Poarch Band of Creek Indians believes that a strong educational foundation for our Tribal members is imperative to the future success of the Tribe. To this end, great financial resources have been entrusted to the Education Department to plan and implement programs which will make college education the standard for any Tribal member wishing to pursue higher education.

In March 2005, the Tribal Council of the Poarch Band of Creek Indians enacted the Education Discretionary Tuition Assistance Payment Program. This program allowed Tribal member students age twenty-five and younger to attend college or vocational school on a \$30,000.00 scholarship provided by the Tribe. Additionally, any enrolled Tribal member age ten-eighteen could utilize these funds to obtain a secondary school education at an accredited private school.

In June 2007, as amendment to the Education Discretionary Tuition Payment Program Policy, the Tribal Council approved the McGhee-Tullis Tuition Assistance Program Policy applicable to eligible Tribal member's age twenty-five and over. This program will allow Tribal member students the option of (1) utilizing their allotment to attend college; and/or (2) if the Tribal member has already completed their degree, they may utilize any unused portion of the allotment to repay student loans. Allotments under this program are capped at \$30,000.00.

The Tribal Council has now determined that it is in the best interests of the Tribe to combine the policies and procedures of the Education Discretionary Tuition Payment Program Policy and the McGhee-Tullis Tuition Assistance Program Policy into a new comprehensive policy, The Poarch Band of Creek Indians McGhee – Tullis Tuition Assistance Program Policy, governing education assistance programs for eligible Tribal members.

Date: 1/29/09
Initials: ADD

Date: 12/16/08
Initials: [Signature]

Definitions

Academic achievement bonus- an incentive awarded to outstanding Tribal member students who maintain a grade point average of 3.5 or higher each semester. Students must be enrolled full-time in order to claim this bonus.

Accredited- an institution whose standards qualify the graduate for admission to higher or more specialized institutions or for professional practice.

Certificate programs- programs such as Certified Nursing Assistant, Real Estate Agent or other programs which do not culminate in a degree but allow the holder to practice jobs in certain fields. This does not include Continuing education programs, conferences, workshops, or similar types of activities.

First generation Indian Descent- a person who has a parent on the Poarch Creek Indians Tribal Roll.

Living expenses- general expenses encountered by everyone, such as gas expenses, electric bills, etc.

Mandatory fees- those costs deemed to be not optional by the individual school. These may vary from school to school.

Program year- the standard of measure for each individual students account period. For example, the student who enters the program in May of this year will have a program year that runs from May-May; one who enters in November will run from November – November.

Reimbursement- to repay an expense which was paid by a student or parent. Reimbursements are allowable as long as appropriate receipts and other necessary documentation can be provided by the student. The student may not be reimbursed for any expenses paid prior to their entering the Tuition Assistance Program.

Repeated academic failure- a grade point average of 2.0 or less for 2 consecutive semesters.

Specialized study- programs which fall outside the norm, such as a school of performing arts or school of math and science.

Specialized tools- tools which are required for the student to participate in the program(s) for which they are registered. The tools must be mandatory for the student to participate in their course of study and are limited to \$500.00 per semester. A one- time computer purchase is also covered under this heading, and is limited to \$800.00.

Tribal member- those who are on the Tribal roll of the Poarch Band of Creek Indians.

Date: 11/30/09
Initials: Bud

Date: 12/16/09
Initials: (S)

Section 1 Secondary School

The purpose of this section is to assist Tribal members ages ten (10) to eighteen (18), through the financing of alternative educational options. In no instance shall this program commence prior to the child's tenth (10th) birthday, nor for purposes of section 1, extend beyond the 12th grade. Not permitted under this program are fees associated with public school or the home schooling of children of any age.

A. Payment of tuition, books and fees

Each eligible Tribal member may receive up to \$250.00 per month, or no more than \$3,000.00 per year, to be used for the payment of tuition, books, or other mandatory fees, associated with the costs of obtaining alternative's to public school. Each institution must be accredited by the governing educational body of the state in which that particular institution is located. All funds are paid directly to the institution with the exception of reimbursements meeting all requirements of the Education Department.

B. Application

For each Tribal member wishing to take part in this program, an application for assistance must be filed with the Tribal Education Department. Applications are available at the Education Department and may be printed from the Tribe's website, www.poarchcreekindians.org Upon request applications may be faxed or mailed. A new application must be filed annually if the Tribal member has had any changes to their contact information or school attended. If there has been no change to the student's information, the student may send an email or letter to that effect.

C. Waiver

Along with each application filed for assistance, the parent/guardian of the student must sign a waiver allowing the Tribe (1) to obtain information regarding the child's progress, including all grades received, (2) information regarding the child's account (i.e. have parents paid fees not covered by the Tribe, etc) and (3) information concerning the child's behavior and/or disciplinary problems.

D. Excessive Costs

If tuition alone, or tuition plus books and mandatory fees exceed the \$250.00 allotted to the Tribal member each month, it is the sole responsibility of the parent/guardian to pay these costs in a timely manner. If the Institution appeals to the Tribe to assist with these costs, payment of tuition by the Tribe may be suspended until such time as arrangements are made by the parent/guardian to pay these costs.

Date: 1/30/09
Initials: [Signature]

Date: 12/16/08
Initials: (S)

E. Academic Achievement Bonus

Depending upon the Tribe's finances, which will vary from year to year, Tribal members 9th grade and higher will be eligible to receive an annual academic achievement bonus if they exhibit academic excellence. For the purpose of this policy, academic excellence will be defined as a 3.5 or higher grade point average (cumulative) for the year. The Tribal member must be enrolled full-time in high school. This bonus will be \$1,000.00, and cannot be guaranteed due to changes in the Tribe's finances. At no time will this bonus be paid directly to the student or his/her family. It will simply be added to the amount allotted to the child.

F. Alternative Educational Placements

Realizing that not every child has the capacity to perform to the best of their ability within a regular classroom setting, the Tribe has made these same funds available if the need presents, to pay up \$250.00 per month for an alternative educational placement. In order to qualify for this type of assistance, the child must be in a facility that is state licensed and accredited. There must be a valid court order or a recommendation from either a state or Tribal Family Services agency. Though the institution does not have to be strictly educational in nature (such as a boarding school) it must have a state approved curriculum for the educational advancement of its consumers. This policy does not recognize home schooling as an alternative educational placement. At no time will funds be dispersed to any parent/guardian for the purpose of home schooling their child(ren).

G. Public High Schools for the Gifted

Public schools for the gifted (either artistically or academically) are covered under this policy. Though these schools do not charge tuition, many do require students to be housed on campus. Under this section, housing may be considered a "mandatory fee" and therefore could be paid by the Tribe. This must be a billable expense by the school and will not be paid to an individual home-owner or any type rental agency. Other fees considered by the school to be mandatory may also be covered under this policy, but are still limited to the yearly totals described in Section 1, A.

H. Termination from the program

A Tribal member may only be terminated from this program by a majority vote of the Tribal Education Committee with concurrence of the Tribal Council, and will only be considered as a last resort. Cases which might be considered for termination from the program could include such things as extreme violence against students or faculty, bringing weapons or illegal substances onto a school campus, or repeated academic failure of the Tribal member.

Date: 1/30/09
Initials: BH

Date: 12/10/08
Initials: (LJ)

I. Termination of the program

This program is designed to be self-perpetuating. In the event however that the funding source for this program should end, and no replacement funding source(s) can be located, this program may be terminated by a vote of the Poarch Creek Indians Tribal Council.

Section 2 Post-Secondary Education:

The purpose of this section is to assist all Tribal members enrolled in or wishing to become enrolled in college, vocation/technical school, or certificate programs leading to an increased chance of employment and/or an increase of salary. This section shall apply to students from the date of enrollment in the program through the point of program completion, or until such time as the individual's allotment has been expended. Any student who remains in school after their allotment has been exhausted will do so at their own expense.

A. Payment of tuition, books, mandatory fees, and dormitory fees

Because of the vast difference in the costs of attending post secondary school, there will be no "per semester" limit on tuition, books, mandatory fees, and dormitory fees which may be spent from a Tribal member's allotment. Funding available to the Tribal member will be capped however at \$7,500.00 per year for undergraduate students. All funds are paid directly to the institution with the exception of reimbursements meeting all requirements of the Education Department. Each institution must be accredited by the governing body of the state in which that particular institution is located.

B. Graduate/Post Graduate School

Students who have already received their Bachelor's Degree and wish to pursue a Graduate or other professional degree are encouraged to do so. The allowable amount per year for this level of study is \$10,000.00. As indicated earlier, once the student's initial allotment of \$30,000.00 is exhausted, no further assistance will be forthcoming from the Tribe.

C. Application

For each Tribal member wishing to take part in this program, an application for assistance must be filed with the Tribal Education Department. Applications are available at the Education Department and may be printed from the Tribe's website, www.poarchcreekindians.org. Upon request applications may be faxed or mailed. A new application must be filed at least annually if the Tribal member has had any changes to their contact information or school attended. If there have been no changes to the student's information or the schools information, the student may send an email or letter to that effect and will not be required to file a new application.

Date: 1/30/09
Initials: [Signature]

Date: 12/16/08
Initials: [Signature]

D. Waiver

Along with each application filed for assistance, the Tribal member must sign a waiver allowing the Tribe (1) to obtain information regarding the student's progress, including all grades received, and (2) information regarding the status of their institutional account.

E. Excessive Costs

There will be no "excessive cost" clause under this policy. Each student is allotted \$30,000.00. There will be no excess of this amount for any Tribal member, under any circumstance, under this policy. Undergraduate students are limited to \$7,500.00 per year; graduate student are limited to \$10,000.00 per year. Students surpassing this amount have the burden of payment.

F. Academic Achievement Bonus

Depending upon the Tribe's finances, which will vary from year to year, students under the guidance of this policy are eligible to receive an annual academic achievement bonus if they exhibit academic excellence. For the purpose of this policy, academic excellence will be defined as a 3.5 or higher GPA (on a 4.0 scale) cumulative for the year. The student must be enrolled full-time for the period in which they are claiming the award. This bonus will be \$1,000.00, and cannot be guaranteed due to possible changes in the Tribe's finances. This award may be added to the student's allotment, or if the student chooses, the Tribe may hold the award until he/she successfully completes their degree. At that time, the student may receive the total bonus amount as a cash award.

G. Termination from the program

A Tribal member may only be terminated from this program by a majority vote of the Tribal Education Advisory Committee, with the concurrence of the Tribal Council. This option will only be considered as a last resort. Cases which might be considered for termination from the program include, but are not limited to the following: Extreme violence against students or faculty, bringing weapons or illegal substances onto campus or repeated academic failure. "Repeated academic failure" is defined by the Tribe as the failure to maintain at least a 2.0 (or its equivalent) cumulative GPA in academic subjects. If a student should fail to meet this requirement, he or she will be placed on academic probation by Education Department for one grading period. If the student should fail a second time to achieve at least a 2.0 cumulative in academic subjects, the student will be terminated from the program for a period of one year.

H. Termination of the program

This program is designed to be self-perpetuating. In the event however that the funding source should end, and no replacement funding source(s) can be located, this program may be terminated by a vote of the Poarch Creek Indians Tribal Council.

Date: 11/30/09
Initials: [Signature]

Date: 12/16/08
Initials: [Signature]

Section 3 Student Loan Repayment

Many Tribal members have completed vocational degrees, college, or Master's/Professional degrees over the course of the past several years. In an effort to bring continuity to this program, these students will be allotted \$30,000.00 which may be used to repay student loans. Additionally, many students who entered the initial McGhee-Tullis Tuition Assistance Program had student loans prior the enactment of this policy. Therefore eligible students who completed a degree under this policy may utilize any remaining funds in their allotment to repay outstanding student loans. Those students are limited to a total of \$30,000.00 regardless of the method of use.

A. Repayment of Outstanding Student Loans

Students exercising this option must have graduated and received a post-secondary school degree in order for the Tribe to make payments on their loan. Payment will be made directly to the lending institution, and will be made on a yearly basis. Students who did not graduate will not be eligible to use their allotment for student loans, but may use the funds to re-enroll in college.

B. Payment Amounts

Payments towards student loan amounts will be made on the same basis as tuition assistance payments. Undergraduate level participants will receive up to \$7,500.00 per year toward repayment; graduate or other professional level participants will receive up to \$10,000.00 per year. These amounts are capped at \$30,000.00. Payments will be made directly to the lending agency. If a Tribal member has previously used a portion of his or her \$30,000 allotment for tuition assistance and, after graduation, exercises this option for repayment of any outstanding student loans, he or she will receive the remaining amount of his or her allotment up to the annual limits set forth herein until he or she reaches the \$30,000 cap.

C. Reporting to the Internal Revenue Service

Repayment of student loans may be considered a "gift" by the IRS; therefore any funds paid on the student's behalf may be taxable. Students are encouraged to speak to their accountant or tax advisor prior to filing a tax return.

D. Remaining Allotment Funds

In the event a Tribal member does not utilize their full allotment of funds for the repayment of student loans, remaining funds may be used to re-enroll in college. For example, a student may have an outstanding loan of \$15,000.00. If the Tribe pays off this loan, the student then still has \$15,000.00 of their original \$30,000.00 allotment remaining. Therefore, the student could re-enroll in school and seek another degree. However, this student is still limited to a total allotment of \$30,000.00.

Date: 1/30/09
Initials: [Signature]

Date: 12/16/08
Initials: [Signature]


E. Changes to Policy

This policy shall be reviewed at least annually to determine effectiveness and the need for corrections, additions, etc. Requests for changes to this policy must come through the Education Department and the Education Legislative Committee. No changes may be implemented without the approval of the Tribal Council.

This policy was approved by the Tribal Council of the Poarch Band of Creek Indians on December 16th, 2008 as an amendment to the McGhee-Tullis Tuition Assistance Program Policy enacted June 20, 2007.

APPROVAL

I, the Chairman of the Poarch Band of Creek Indians, hereby affix my signature to this policy authorizing it to become official this 16th day of December, 2008.



Buford L. Rolin, Chairman
Poarch Band of Creek Indians

CERTIFICATION

I, the undersigned, certify that the foregoing is a true and correct copy of the policy approved at the Tribal Council meeting of the Poarch Band of Creek Indians, comprised of nine members with 8 in attendance on the 16th day of December 2, 2008, and that the above is in conformity with the provisions therein adopted by a vote of 7 in favor, and 0 against, 0 abstentions, and that the above is the signature of the Chairman.



Daniel K. McGhee, Secretary
Poarch Band of Creek Indians