



Dear Applicant,

The Poarch Band of Creek Indians is excited about the opportunity to serve you through the Fred L. McGhee First Generation Indian Descent Scholarship Program. This is a wonderful chance for us to assist you in making your dreams a reality.

To streamline this process as much as possible, we now have only one application for first generation Indian descent students. As you complete this application, you will note that there is a section entitled "Leadership, Honors and Community Service Activities." Each applicant will be judged on the basis of the information given here and elsewhere in this application in order to determine a qualified candidate to receive the Fred L. McGhee Memorial Leadership Scholarship. This information will also be used to assist us as we rank other applicants who may be selected for general scholarships.

Please read the attached paperwork closely. It is very important that you complete each section in its entirety as we will not process any applications which are incomplete. If you don't already have a sealed copy of your official transcript(s), obtaining one should be your very first priority. These transcripts may be included in your application packet, or they may be sent directly to the PCI Education Department. All transcripts must arrive by the stated deadline and must be official! Read all instructions carefully to ensure your application is complete. Incomplete applications will not be considered.

The deadline for returning applications is 5:00 pm, CST, April 23, 2010. Awards will be announced as soon as practicable. Please keep in mind that should the funding source for this program end, and no replacement funding source be located, this program may be terminated by a vote of the Poarch Creek Indians Tribal Council.

Once again we appreciate your interest in this program. Please feel free to call or email me if you should have any questions about the First Generation Indian Descent Scholarship Program.

Sincerely,

Sandra Hiebert  
Education Executive Director  
Poarch Band of Creek Indians

## First Generation Indian Descent Scholarship Student Check List

**PLEASE READ THE FOLLOWING CAREFULLY:** It is imperative that all information listed below be included with your application, or reach the Education Department by the advertised closing date. Applications which are incomplete for any reason will not be reviewed by the Education Advisory Committee.

No one will call you to remind you to submit necessary paperwork or to tell you have omitted items. IT IS YOUR RESPONSIBILITY TO SEE THAT LETTER(S) OF RECOMMENDATION AND OFFICIAL TRANSCRIPTS REACH THE EDUCATION DEPARTMENT BEFORE THE DEADLINE. REQUESTING AN OFFICIAL TRANSCRIPT SHOULD BE YOUR FIRST STEP IN COMPLETING THIS APPLICATION. TO CLARIFY, AN OFFICIAL TRANSCRIPT IS REQUIRED. AN OFFICIAL TRANSCRIPT IS ONE THAT ARRIVES IN A SEALED ENVELOPE, RECEIVED DIRECTLY FROM SCHOOL PERSONNEL, OFTEN BEARING THE SEAL OF THE REGISTRAR. YOU MAY HAND DELIVER OFFICIAL TRANSCRIPTS, BUT THEY ARE NOT TO BE OPENED. WE WILL NOT ACCEPT TRANSCRIPTS WHICH ARE FAXED, PHOTOCOPIED, OR SENT IN OPENED ENVELOPES. If you have any questions about what is acceptable, please call us prior to the deadline.

***The following is a check list for each item necessary to complete your application. Please check off each item as you have completed it and make certain to include this page with your application.***

- Copy of Birth Certificate.
- "Verification of Indian Descent" form.
- Official Transcript (unopened) or have requested it be sent directly to the PCI Education Department. It is the applicant's responsibility to request their official transcript be mailed to the Poarch Creek Indians Education Department to be received prior to the deadline.
- 2 **current** faculty recommendation letters or personal reference letters. (These should not be written by family members.)
- Completed each area of this application and signed in all applicable areas.
- Provided documentation of my GPA if it was not included on my transcript. I understand the cumulative GPA on my most recent transcript prior to the closing deadline for applications must be at least 2.5 in order to qualify for an award. For those students who are homeschooled or otherwise do not have a GPA, please have someone with your institution translate your averages into GPA format.
- If you are over the age of 30 or have not taken college level courses in the past 5 years, you may submit a statement of life experience and/or work history in lieu of a transcript.

I have read and understand the above information. I understand that this is a competitive scholarship program, and I may or may not be selected as a scholarship recipient. I further understand that there is no appeal process for these scholarships, and that if I am not selected for an award I have no recourse against the Education Department, Education Advisory Committee, or the Tribal Council.

**PLEASE SIGN ONE OF THE FOLLOWING STATEMENTS:**

By signing below I certify that my application is complete and that I have supplied all the required documents.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**-OR-**

By signing below, I certify that I have requested all pertinent information to be supplied by others and that those items will be mailed to the Poarch Creek Indians Education Department. The following documents are to be sent:

\_\_\_ Official transcript

\_\_\_ 2 current faculty recommendation letters or personal reference letters

I understand that in order for my application to be complete, these documents must reach the Poarch Creek Indians Education Department no later than 5:00 pm on the closing date. I further understand that even if I have requested these items, it is my responsibility to make sure these items arrive by the deadline, and no one from the Education Department will call to inform me if they have not arrived.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**First Generation Indian Descent Scholarship Application**

**Poarch Band of Creek Indians**

The information requested within this application is voluntary. However, if you fail to complete each section and provide necessary documentation for all applicable sections, your application will not be considered for an award. Please keep in mind you are applying for an educational scholarship; neatness, grammar and punctuation will be considered!

Full Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Home phone: \_\_\_\_\_

Work phone: \_\_\_\_\_ Cell or alternate phone: \_\_\_\_\_

Age: \_\_\_\_\_

Are you currently a high school senior? Yes \_\_\_ No \_\_\_

If no, please list the year you last attended school (high school or college) \_\_\_\_\_

Do you have a high school diploma or a GED? Yes \_\_\_ No \_\_\_ Year received \_\_\_\_\_

What is the highest level of education you have achieved? \_\_\_\_\_

Are you currently enrolled in college? \_\_\_ Yes \_\_\_ No If no, when do you plan to enroll?

\_\_\_\_\_

Are you enrolled (or will you be enrolled) \_\_\_ Full-time \_\_\_ Part-time

Indicate your current college standing for Undergraduate School: (check one)

\_\_\_ Freshman \_\_\_ Sophomore \_\_\_ Junior \_\_\_ Senior

**-OR-**

Graduate/Professional School: (check one)

\_\_\_ Year 1 \_\_\_ Year 2 \_\_\_ Year 3 or beyond

**-OR-**

\_\_\_ I am in a Vocational or other short term certificate program

Name and address of college(s) to which you are applying or have already been accepted:

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Expected date of program completion: \_\_\_\_\_

**I certify that all information and any additional documentation supplied to the Poarch Band of Creek Indians Education Department in consideration of this application and award is true and complete. I realize if any information is found to be false or altered in any way, I forfeit all monies and claims for scholarship consideration. I understand that I must begin to utilize any funds which I am awarded within one year of the date by which I am selected as a scholarship winner, and if I fail to begin utilizing these funds, my award will be withdrawn and awarded to another eligible student.**

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Applicant's Signature

Date

If awarded a scholarship, I release to the Poarch Band of Creek Indians the right to use my name and picture for publications, reports, and press releases.

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Applicant's Signature

Date

## Essay

Please choose one of the following topics for your essay. The essay must be typed and should be a minimum of 500 words. You may use an additional sheet if necessary. **Please remember that this essay will be assessed not only for content, but also for grammar and punctuation.**

Topic 1 – How will your future be different from your parents?

Topic 2 – How will receiving this scholarship make a difference in your life?

Topic 3 – What does your Indian heritage mean to you?

**Verification  
First Generation Indian Descent**

**This form and a copy of your birth certificate should be included in the scholarship application. The Education Department will then forward it to the Enrollment Office for verification and signature.**

Applicant's Full Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Parents Names: \_\_\_\_\_

My \_\_\_ Mother \_\_\_ Father is (was) an enrolled member of the Poarch Band of Creek Indians. His or her full name, including maiden name if applicable is \_\_\_\_\_

I can be contacted at \_\_\_\_\_ with any questions.

With my signature, I authorize the release of this information to the Tribal Enrollment Director of the Poarch Band of Creek Indians, for the purpose of verification of my status as first generation Indian descent.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**YOU MUST ATTACH A COPY OF YOUR BIRTH CERTIFICATE TO THIS APPLICATION**

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**To be completed by the Poarch Creek Indians Tribal Enrollment Director/Assistant**

This verification document was received by the Tribal Enrollment office on \_\_\_\_\_

The applicant is (check one)

\_\_\_\_\_ Of first generation PCI Descent

\_\_\_\_\_ Not of first generation PCI Descent

Applicant's parent(s) name as it appears on the Tribal roll:

\_\_\_\_\_

Applicant's parent(s) Tribal roll number: \_\_\_\_\_

With my signature below, I verify that the applicant is of first generation Poarch Creek Indians descent.

\_\_\_\_\_  
Tribal Enrollment Director/Assistant

\_\_\_\_\_  
Date

**Faculty Recommendation or Personal Reference Letter**  
**(Please give this page to the person you are requesting write your reference letter)**

You must have at least **TWO** recommendation or reference letters, though you may submit more if you wish. The Education Advisory Committee would prefer reference letters from teachers or professors at your current school if at all possible. We will accept personal reference letters from supervisors, colleagues, pastors, etc. but please do not send a letters from family members.

**Note to reference:**

The person who has given you this form is applying for a scholarship from the Poarch Band of Creek Indians. This scholarship process is highly competitive. Your recommendation and comments about this person are critical to the selection committee.

Please include your complete address, title, and telephone number. When you have completed your recommendation letter, please give it to the student for inclusion in the application packet. Please enclose the recommendation in a sealed envelope. **You may furnish a copy to the student if you wish. If you prefer, you may mail your letters to Poarch Creek Indians Education Department, 5811 Jack Springs Road, Atmore, Alabama 36502. All letters must arrive before our advertised deadline.**

Your enthusiasm and comments are of paramount importance to the applicant. To help you focus your comments, we have provided a list of some characteristics for your consideration. We do not expect you to address all of these, but thought that a list might be of some assistance.

- Personal qualities and challenges
- Overall promise as a student and graduate
- Appraisal of the student's commitment to completing their degree
- Career potential
- Knowledge of special achievements or circumstances overcome by the student
- Leadership
- Service to the community
- Attitude/Commitment
- Personal management skills
- Communication skills
- Scholastic effort
- Financial need

### **Leadership, Honors, and Community Service**

Please use the space below or attach a separate sheet of paper to discuss your leadership roles and responsibilities, honors and/or community service activities. There will no longer be separate applications for the Leadership Scholarship, but each applicant for the First Generation Descent Scholarships will be judged on the basis of the information given here and elsewhere in this application in order to determine a qualified candidate to receive the Fred L. McGhee Memorial Leadership Scholarship.