

# Poarch Band of Creek Indians

## First Generation Tuition Assistance Application

The information requested within this application is voluntary. However, if you fail to provide necessary documentation and information, your application will not be considered. **Please mail your application to PCI- Education Department Attn: Magen Weaver at 5811 Jack Springs Road, Atmore, AL 36502 or email it to mweaver@pci-nsn.gov.**

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

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

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

Are you currently a high school senior? \_\_\_ yes \_\_\_ no

Indicate your current educational standing (COLLEGE)

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

Master or other professional program: \_\_\_ Year 1 \_\_\_ Year 2 \_\_\_ Year 3 or beyond

Type of professional program attending: \_\_\_\_\_

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

What type of degree are you working toward?

\_\_\_ Certificate \_\_\_ Associate \_\_\_ Bachelor \_\_\_ Master \_\_\_ Professional Degree

What field of study are you entering? \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

**Fax Number** to the Financial Aid Office: \_\_\_\_\_

Cumulative Grade point average for the last semester attended (must be at least a 2.0): \_\_\_\_\_

AN OFFICIAL TRANSCRIPT IS REQUIRED.

# AUTHORIZATION FOR RELEASE OF INFORMATION FROM YOUR SCHOOL

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

Name attended under, if different: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ DOB: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

I, \_\_\_\_\_ (Student's Name), hereby give permission to \_\_\_\_\_ (School's Name) to release any requested information concerning my attendance, status of financial accounts, grade reports, transcripts, and school conduct. I understand that this information will be used to determine eligibility for the Poarch Creek Indians First Generation Indian Descent Scholarship Program.

- ❖ The information requested may be communicated orally or in writing.
- ❖ I understand that I may revoke this consent at any time by notifying the providing organization in writing, except to the extent that action has already been taken in reliance on it.
- ❖ I understand that information disclosed under this authorization may be disclosed again by the person or organization to which it is sent.
- ❖ A photocopy of this document shall be as valid as the original.

\_\_\_\_\_  
**SIGNATURE OF APPLICANT**

\_\_\_\_\_  
**DATE**

**Notary Public**

Signed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary

My Commission Expires : \_\_\_\_\_

## AUTHORIZATION TO RELEASE INFORMATION TO A THIRD PARTY ON YOUR BEHALF

In the United State, the Family Educational Rights and Privacy Act (FERPA) of 1974 protects the privacy of student educational records. Therefore, the Poarch Creek Indians Education Department cannot release personally identifiable information without prior written consent. A parent does not have the automatic right to view or access the student records of his or her child, unless that child is a dependent less than 18 years of age. Students may grant a third-party (i.e. parent, spouse, relative, friend, organization, etc.) access to their student records by completing this form and returning it to the Poarch Creek Indians Education Department.

I, \_\_\_\_\_ (print full name), authorize the Poarch Creek Indians Education Department to release my information, including but not limited to; Financial Aid information, Award amounts, status of application, class schedules, grades – to the following individual(s) or organization(s):

Name (First, M.I., Last)	Relationship to Student	Contact Phone Number

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**If you no longer wish for the listed individual(s) or organization(s) to have access to your student records, you must notify the Poarch Creek Indians Education Department.**

## Application Check List

Please review the following checklist to ensure you have a complete application. Your application is not complete unless you submit all the required paperwork.

- I have submitted a copy of my Indian Descent Letter. You can obtain an Indian Descent Letter from the Tribal Member Benefits Office which can be reached at (251) 368-9136 extension 2281. Your application must have your Indian Descent Letter to be complete.
- I have enclosed or requested an official transcript with a minimum GPA of 2.0 to be sent directly to the PCI Education Department. (See note below regarding transcripts)
- I **have not** enclosed or requested my transcript because I have been **out of school more than 5 years.**
- I have completed each section of the application.

I agree that all of my information is true and that my application is complete. I understand that if I have requested my transcript be sent to the PCI Education Department, it is my responsibility to ensure that it is received.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

**Please note: To clarify, an official transcript is REQUIRED, unless you have been out of school for more than 5 years. An official transcript is one that arrives in a sealed envelope, bearing the seal of the Registrar. You may hand deliver official transcripts, but they must not be opened. We WILL NOT accept transcripts which are faxed, photocopied, or opened prior to arrival in the Education Department. I understand that any award I may qualify for will not be granted until such time as my official transcript is received by the Education Department.**

**\*\*An award letter will NOT be mailed to you. If you are pursuing an associate's degree or certificate and have satisfied all the requirements of the program you will receive \$20,000.00. If you are pursuing a bachelor's degree or higher and have satisfied all the requirements of the program you will receive \$40,000.00. We will notify your school each semester by faxing them an authorization letter. It is the students responsibility to turn in grades from each semester. If you do not turn in your grades from one semester we will NOT notify your school about the following semester.**