

**STUDENT HIGHER EDUCATION SCHOLARSHIP PROCESS, TIMELINES AND REQUIREMENTS**

Applications and forms can be accessed at [www.cheyennation.com](http://www.cheyennation.com) Education Link

SUBMIT TO THE TRIBAL EDUCATION DEPT.	DEADLINES FOR	ACTION
	TRIBAL EDUCATION	
*Higher Education Application	Fall 12/1 Spring 10/1 Summer 4/1	Application Deadlines
*6th Semester high school transcript	Fall December 1	High School Seniors only
*Official high school transcripts	June 30 and October 1	
*GED	December 1 and October 1	
*Official College Transcripts	December 1 and October 1	
*One Page written educational goals	December 1 and October 1	
*Copies of Awards and Achievements	December 1 and October 1	
*3 letters of recommendations - no relatives	December 1 and October 1	
*Certificate of Indian Blood	December 1 and October 1	Tribal ID Card not accepted
*Copy of admission form for college(s)	December 1 and October 1	Application for Admission
*Proof of filing for Financial Aid (FAFSA)	December 1 and October 1	
*Copy of FAFSA/ full document	December 1 and October 1	Send to Tribal Ed Department
*Copy of SAR/ISAR/ESAR	March 31, Dec. 1 winter/spring	
*Copy of Acceptance Letter to College attending	June 30 Fall Dec1 winter/spring	
*Needs Analysis -Cost of Education and Resources	March 31, Dec. 1 winter/spring	Access from Financial Aid Office
*Official High school/ college transcript	June 30 Fall Dec1 winter/spring	
<b>KEY STUDENT REQUIREMENTS</b>		
*Class Schedule	Upon Pre-Registration	No check until submitted
*Billing Statement	Upon Registration	No check until submitted
*Plan of Study-Signed by Advisor	Mid Term of 1st semester/Quart	No check until submitted
*Mid Term Progress/Attendance Report	Mid Term	No check until submitted
*14 quarter hours/16 semester hours for Freshman and Sophomord	Class Schedule to verify	Contact counselor if less credits are taken.
*16 quarter hurs/18 semester hours Juniors and Seniors		Documentation will be Required.
*Dropping a Class	Immediately	Contact counselor and Advisor before dropping class
*Plan of Study Changes	Upon adding or dropping a class	Contact counselor and advisor signature.
*Change of Major	Contact counselor	Approval Scholarship Committee
*Change of College	Contact counselor	Approval Scholarship Committee
Low grades - Less than 2.0 per class	Contact counselor	Can be suspended Appeal to Scholarship Com
*Lack of Attendance	Immediately	Can be suspended Appeal to Scholarship Com
*0.0 GPA	Transcripts/Grades	Automatic suppinsion

**ACTIONS**

*Pass/Fail Classes	Class Schedule to verify	Contact Counselor to review Class schedule
*Remedial Classes In addition to full time classes	Class Schedule to verify 2 Remedial Classes per term allowed	Contact Counselor to review for approval
*Academically suspended	Transcripts	Student to sit out one year
*Financial Aid suspension	Needs Analysis	Suspended from Scholarship Program
*Repeat Courses	Class Schedule to verify	Contact Counselor for repeat Course. TED will not pay for repeats two allowed. Must be made up beginning next term
*Incomplete Courses	Grade Submission	Must continue in their same field at a four year institution
*Applied Science/Associate Degree	Transcripts	Only one service will be allowed under Job Training. Approved by the Scholarship Committee
*Higher Education funded for 2 years.	Transcripts	Will not be reimbursed if student receives and accepts loans
*Loans	Needs Analysis /Billing Statement	will not be eligible for Higher Education
Default on Loans	Needs Analysis	

ANY QUESTIONS ON THIS DOCUMENT: CONTACT YOUR COUNSELOR

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