

CHIPPEWA CREE TRIBE OF ROCKY BOY'S INDIAN RESERVATION



**STONE CHILD COLLEGE
GRADUATE SCHOLARSHIP PROGRAM HANDBOOK**

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INTRODUCTION

The Chippewa Cree's Graduate Scholarship Program provides funding for Chippewa Cree Tribal members of the Rocky Boy Indian Reservation. The tribal members must be in graduate programs and attend accredited institutions. The Chippewa Cree Graduate Scholarship Program has stipulated conditions for students and awards will vary in amounts. The funding will assist the student in meeting their educational goals, to develop leadership skills, and to increase their employment opportunities which will meet the tribes economic, social and cultural goals. By accepting a Chippewa Cree Graduate Scholarship, the individuals must agree to work within the Rocky Boy's Indian Reservation, preferably for the Chippewa Cree Tribe, for a minimum of two years for each year of funding received. This is if employment is available in their respective fields.

This handbook will govern all graduate students who receive financial assistance from the Chippewa Cree Tribe Graduate Scholarship Program. Students are encouraged to write if they would like to see any changes and additions to the criteria. All correspondence should be directed to:

Stone Child College
Chippewa Cree Graduate Scholarship Program
8294 Upper Box Elder Rd
Box Elder, Montana 59521
Telephone (406) 395-4269
Fax (406) 395-5017

ELIGIBILITY:

1. Must be an enrolled member of the Chippewa Cree Tribe of the Rocky Boy's Indian Reservation.
2. Must have received a Bachelor Degree or higher
3. Must be federal student aid eligible. Students in loan default or financial aid suspension are not eligible.
4. Commitment to working for the Chippewa Cree Tribe upon completion of degree
5. Must be pursuing a Graduate Degree. This program will not provide funds for a second Bachelor Degree.
6. Must maintain institution's academic requirements or higher per quarter/semester.
7. PRIORITY will also be assigned according to the following criteria:
 - A. Graduate students who received a Chippewa Cree Tribal Graduate Scholarship the prior quarter/semester in good academic and financial aid standing, renewing their application.
 - B. Beginning Graduate Students who have never received a Chippewa Cree Tribal Graduate Scholarship.
 - C. Former Graduate Student recipients, in good standing with the program and institution last attended.

APPLICATION DEADLINE DATES:

March 1 – first application deadline date:

1. Submit the Tribal Graduate scholarship application
2. Submit **copies of Financial Aid Application** - Graduate students in a teaching credential program may also qualify for a Pell Grant; verification that FAFSA was completed.

June 30 – second and final deadline date

1. **Acceptance letter from accredited graduate program**
2. **Needs Analysis (budget)** – to be completed and signed by the financial aid office at the school the applicant will attend.
3. **College Grade Transcripts from all colleges attended** – Transcript must show graduation with bachelor's degree.
4. **Release of Information form** – signed

5. **Signed commitment to work form**
6. **Personal Letter of Interest** – include college major and plans upon earning a college degree and willingness to work for the Chippewa Cree Tribe.
7. **Verification of tribal enrollment**
8. **Academic requirements** from the institution you plan to attend which should include, for full-time graduate student status, number of credits and minimum grade point average student is required to earn per quarters/semester.

SELECTION OF APPLICANTS:

The Stone Child College Board of Directors will approve graduate funding. The board considers applicants with completed files only.

GRADUATE PROGRAM APPLICATION PROCESS:

1. Submit completed application
2. Submit federal student aid eligibility
3. Submit Chippewa Cree Tribal Enrollment Certification
4. Submit Official Letter of Acceptance from an accredited Graduate Program
5. Submit Official Needs Analysis (budget) signed by the financial aid officer.
6. Submit Official College Grade Transcripts showing Bachelor Degree
7. Submit signed release form
8. Submit Letter of Interest
9. Submit signed Commitment to Work Form (which states you will work for the Chippewa Cree Tribe after earning a Graduate Degree). Be specific as to where you would prefer to work, and what position. Examples: Tribal Attorney at Natural Resources or Doctor of Medicine at the Chippewa Cree Clinic.
10. Submit written academic requirements from the institution you plan to attend which should include, for full-time graduate student status, number of credits and minimum grade point average student is required to earn per quarters/semester.

GRADE REPORTS/TRANSCRIPTS:

The graduate student/recipient must submit grade reports after each quarter/semester ends. Submit academic year grade transcripts at the end of spring term.

Continued funding will not be processed until grades are submitted or if grades do not meet the institutions minimum graduate requirements.

MAXIMUM TERMS OF FUNDING:

Scholarships are available for students for a maximum of three (3) academic years, six (6) semesters or nine (9) quarters to complete a Graduate Degree. An extension may be granted by board action only under special circumstances upon review of academic records and reasons(s) of student making written request for an extension.

MAXIMUM FUNDING PER TERM:

Full-time semester	\$3,000.00	* Based on institution credit load and grade point average requirements per term
Full-time quarter	\$2,250.00	* Based on institution credit load and grade point average requirements per term.
Half-time	\$1,500.00	* Based on institution credit load and grade point average requirements for part-time students per term.
Less than Half-time	\$750.00	* Based on institution credit load and grade point average requirements for less than half-time students per term.

*Graduate school credit load requirements vary, some schools require full-time students to carry and earn eight (8) to nine (9) credits per semester, some at 12 to 17 credits, and some require 14 to 17 credits all with at least a 2.00 GPA. Some institutions required a 3.00 grade point average. All students applying for graduate funding must provide the institutions written policies for full-time minimum credit load and minimum grade point average required for graduate students, as part of the application process.

METHOD OF SCHOLARSHIP PAYMENT:

The total award will be made payable to the student at the beginning of the term. The student will inform the Scholarship Office staff if he or she will pick up the payment or if it is to be mailed to their residence. Payments will not be requested for processing until quarter/semester grades are submitted for continuing graduate students.

SUSPENSION/TERMINATION RULE:

A student may be suspended/terminated from the Chippewa Cree Tribal Graduate Program, if he or she is:

1. Suspended from the institution they attend for academic or financial aid reasons.
2. Fails to maintain the credits and grade point average required by the institution they attend.

3. Fails to adhere to any policy of the Chippewa Cree Tribal Graduate Program.
4. Does not submit grade reports in a timely manner.

APPEAL SYSTEM

Student or Applicants

1. The student will be notified by mail of funding denial or termination.
2. The student or applicant may appeal in writing to the program director within ten (10) calendar days from the date of the denial or termination letter.
3. The program director will respond within ten (10) calendar days from the date the appeal letter is received.
4. If the suspension, termination, denial is upheld by the program director, the student may appeal in writing to the Stone Child College President within ten (10) calendar days from the date of the letter upholding the decision.
5. If the student is not satisfied with the President's decision, they may appeal in writing to the Stone Child Board of Directors within ten (10) calendar days of the date of the letter of denial.
6. The Stone Child Board of Directors will rule on the decision within thirty (30) calendar days of receipt of appeal. This decision is final. **Only** the student has the right to appeal.

APPEAL SYSTEM CHART

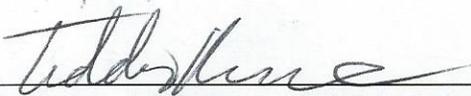
Stone Child College, Director, Chippewa Cree Graduate Scholarship Program, 8294 Upper Box Elder Rd., Box Elder, Montana 59521, telephone number 406-395-4269, fax # (406) 395-5017.

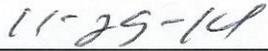
APPEAL BOARD

1. Director, Graduate Scholarship Program
2. Scholarship Coordinator
3. Stone Child College President
4. Stone Child College Board of Directors

REVISION OF MANUAL

I, the undersigned, as Chairman of the Stone Child College Board of Directors of the Rocky Boy's Indian Reservation, Montana, do hereby certify that the Stone Child College Board of Directors is composed of nine (9) members of whom six (6) members constituting a quorum were present at the meeting thereof, duly and regularly called, noticed, convened and held this 31st day of October 2014, and that the foregoing Chippewa Cree Graduate Student Handbook was adopted by the affirmative vote of five (5) for, zero (0) opposed; and that said approval of Graduate Student Handbook has not been rescinded in any way.


Signature of Chairman of SCC Board of Directors


Date

Date:	
First Reading:	April 24, 2001
Second Reading:	October 27, 2001
Third Reading:	January 22, 2002
Revised	October 31, 2014

APPENDIX

Tribal Graduate Scholarship Program Terms
Chippewa Cree Tribal Graduate Scholarship Program Agreement Form
Authorization to Release Information

Stone Child College/ Chippewa Cree Tribe

Tribal Graduate Scholarship Program Terms

The applicant must submit the following by the first deadline date of March 1:

1. Tribal Graduate Scholarship Program online application
2. Verification of financial aid application for academic year applying for funds.

The applicant must submit the following to complete the application process by the final deadline date of June 30th:

3. Needs analysis (budget) filled out and signed by financial aid office at college that will be attended during award year.
4. Official college acceptance letter for award year.
5. Chippewa Cree Tribal enrollment verification.
6. Complete college grade transcripts showing a bachelor's degree has been earned.
7. Release of information form signed.
8. Personal letter of interest.
9. Academic rules and regulations from the institution you plan to attend.
10. Education Plan (must be signed by your college advisor).
11. Agreement form (signed)

The scholarship recipient shall:

1. Submit from the institution you plan to attend, their academic rules and regulations required of full-time students. The rules and regulations must show number of credits a full time student is required to carry and the required GPA (such as nine (9) credits for full time students with a 3.00 grade point average per semester.
2. Submit an official grade report at the end of each term and an official grade transcript at the end of the academic year.
3. Pursue a Masters, Juris Doctorate or Doctorate degree from an accredited institution.
4. Notify the Tribal Graduate Scholarship Program immediately upon refusing funding.
5. Be terminated from the Tribal Graduate Scholarship Program if he or she fails to meet academic requirements.
6. Be terminated from the Tribal Graduate Scholarship Program if he or she is suspended from any college/university.
7. Be terminated from the Tribal Graduate Scholarship Program if the student provides any type of false information.
8. Use Tribal Graduate Scholarship Program funding specifically for education related expenses. Any mismanagement of funds shall be subject for review and possible termination.
9. Tribal Graduate Scholarship Program applications received before or by March 1 will receive priority for funding consideration.
10. Report immediately any change of personal status (such as marital status, name change, income change) to the Tribal Graduate Scholarship Program and to the financial aid office.
11. Notify the institution and the Tribal Graduate Scholarship Program of any intention to withdraw from school. Only upon the approval of this office on reasons for withdrawal shall future assistance be continued.

I, _____, on ____/____/____ acknowledge the conditions stipulated in the terms above and the terms found in the Stone Child College/Chippewa Cree Tribal Graduate Scholarship Program Student Handbook and will be bound by the responsibilities and consequences thereof upon approval of the application.

Signature of Applicant

Date

Chippewa Cree Tribal Graduate Scholarship Program Agreement Form

If my application for Chippewa Cree Tribal Graduate Scholarship funding is approved and if I accept the funding, I agree to work for the Chippewa Cree Tribe or Stone Child College for one (1) year for each quarter/semester of funding I receive. This is if employment in my field of study is available:

(Student Signature)

(Social Security Number)

(Student Address)

(Telephone/Cell Number)

(City, State, Zip Code)

(Date)

(Email Address)

(Message Number)

(Witness)

(Print Name)

(Date)

(Witness)

(Print Name)

(Date)

AUTHORIZATION TO RELEASE INFORMATION

I, _____, authorize release of any and all information requested by the Chippewa Cree Tribe/Stone Child College Tribal Graduate Scholarship Program. The information may be written and/or verbal and must include, but, is not limited to my academic performance, financial aid, income, personal information (such as address, telephone number). I understand the Tribal Graduate Scholarship Program will maintain the confidentiality of such information.

(Signature)

(Date)

(Address)

(Telephone Number)

(City) (State) (Zip Code)

(Social Security Number)