



Part-Time Applicant Checklist

- ___ 1.) **APPLICATION (APP)** – Complete Part-Time ONNSFA Application online at www.onnsfa.org
- ___ 2.) **CERTIFICATE OF INDIAN BLOOD (CIB)** – An official CIB with seal verifying legal Navajo Nation enrollment is required for all first-time applicants. Continuing ONNSFA students are not required to resubmit a CIB unless there is a legal name change.
- ___ 3.) **TRANSCRIPT(s) (TRX)** – Official college, high school transcripts, and/or GED scores. First-year applicants must submit a final high school transcript with date of graduation. Continuing recipients must submit an official college transcript after each semester. Additional transcripts are required from ALL previous colleges attended.
- ___ 4.) **LETTER OF ADMISSION (LOA)** – Applicants must be admitted to a postsecondary institution accredited by one of six regional accrediting associations as recognized by the Navajo Nation. **Graduate applicants must submit two (2) letters of admission indicating full admission status: One Letter of Admission from the graduate college and the other from the graduate degree program.** Enrollment verification is required from students, who may have already submitted a Letter of Admission, but have not been funded at least one term. Students, who have not attended school for two consecutive semesters, will need to submit a re-admission letter from their respective institution.
- ___ 5.) **GRADUATION/DEGREE CHECKLIST** – All part-time applicants must submit a graduation/degree checklist from their respective degree program. All courses required to complete the degree being pursued must be listed.
- ___ 6.) **COURSE REGISTRATION** – Part-time applicants must submit current Class Schedule/Registration for the term applying. The courses must correspond with the graduation/degree checklist for funding eligibility.

General Eligibility

- > All applicants must be admitted to a post-secondary institution accredited by one of six regional accrediting associations as recognized by the Navajo Nation:
 - MSA-Middle States Association of Colleges and Schools NWCCU-Northwest Commission on Colleges/Universities
 - NCA-North Central Association of Colleges and Schools SACS-Southern Association of Colleges and Schools
 - NEASC-New England Association of Schools and Colleges WASC-Western Association of Schools and Colleges
- > The appropriate accrediting association for highly specialized majors including, but not limited to, the National Architectural Accrediting Board for schools of architecture.
- > Vocational Institutions chartered by the Navajo Nation.

Application Deadlines

Academic Year (includes Fall/Winter/Spring Terms)	June 25
Winter/Spring Terms	November 25

Send documents to your Agency Office:

ONNSFA Chinle Agency Office PO Box 2358; Chinle, AZ 86503	1-800-919-9269	onnsfachinle@navajo-nsn.gov fax 928-674-2331
ONNSFA Crownpoint Agency Office PO Box 1080; Crownpoint, NM 87313	1-866-254-9913	onnsfacrownpointnm@navajo-nsn.gov fax 505-786-2178
ONNSFA Ft. Defiance Agency Office PO Box 1870; Window Rock, AZ 86515	1-800-243-2956	onnsfacentral@navajo-nsn.gov fax 928-871-6561
ONNSFA Shiprock Agency Office PO Box 1349; Shiprock, NM 87420	1-866-223-6457	onnsfashiprock@navajo-nsn.gov fax 505-368-1338
ONNSFA Tuba City Agency Office PO Box 370; Tuba City, AZ 86045	1-866-839-8151	onnsfatubacity@navajo-nsn.gov fax 928-283-3215