Office of Navajo Nation Scholarship & Financial Assistance
Request to Change to Part-Time Application

In order for the ONNSFA to update your application, complete the form below (print or type)**:**

Name: _____   Date:_____

Institution Attending: _____

Term(s) Attending: ☐ Fall 20 _____   ☐ Winter 20 _____   ☐ Spring 20 _____

Major and Degree: _____

Expected Date of Graduation: _____

Students shall submit the following documents to determine eligibility:
1. A complete ONNSFA Part-Time application;
2. An official Certificate of Indian Blood (CIB);
3. A Letter of Acceptance/Admission into the degree program;
4. Official Transcripts from ALL colleges previously attended;
5. An up-to-date graduation/degree checklist;
6. A copy of course registration/class schedule for term applying for.

ONNSFA policies for Part-Time Undergraduate students:
1. Attend the institution as stated on the award letter and take the approved required course(s) as a recipient of the program;
2. Enroll in course(s) leading towards a specified degree.
3. Take a minimum course load of three (3) credit hours and maximum of nine (9) hours each term;
4. Earn a "C" or better in each course funded;
5. Be subjected to repayment if:
   a. I receive a "D" grade or below in any course funded;
   b. I withdraw from course(s) funded;
   c. The course(s) funded is not applicable to my degree;
   d. I take repeated course(s).
6. Submit an official grade report or transcript to the ONNSFA no later than thirty (30) working days after the completion of the academic term for continued eligibility;
7. Inform the ONNSFA of any changes in my academic status as a student at the institution.

ONNSFA policies for Part-Time Graduate students:
1. Attend the institution as stated on the award letter and take the approved required course(s) as a recipient of the program;
2. Enroll in course(s) leading towards a specified degree.
3. Take a minimum course load of three (3) credit hours and a maximum of six (6) hours each term;
4. Earn a "B" or better (3.0 gpa) in each course funded;
5. Be subjected to repayment if:
   a. I receive a "C" grade or below in any course funded;
   b. I withdraw from course(s) funded;
   c. The course(s) funded is not applicable to my degree;
   d. I take repeated course(s).
6. Submit an official grade report or transcript to the ONNSFA no later than thirty (30) working days after the completion of the academic term for continued eligibility;
7. Inform the ONNSFA of any changes in my academic status as a student at the institution.

If and when this application is approved, I will abide by all ONNSFA policies and authorize the ONNSFA to receive my transcripts and financial aid information.

Student Signature: _____   **Date:** _____
                        (REQUIRED)

NOTE: A full copy of the ONNSFA Policies & Procedures may be found at www.onnsfa.org under the Documents tab.