

# Fort Belknap Higher Education Scholarship Packet 2020-21

Download HEP Packet 2020-21: [www.ftbelknap.org](http://www.ftbelknap.org) Form/Documents Tab

To: Higher Education Scholarship Applicants

From: Ramona Messerly, Higher Education Program Manager

Attached is the Fort Belknap 477 Higher Education Scholarship Application Packet for Academic Year 2020-21. **Required forms item# 6-13 are not included in the packet; it is important all forms are complete, accurate and submitted by the deadline date.** Incomplete applications will not be reviewed by the Scholarship Board.

- 1) Higher Education Scholarship application page 1: **due: 5/1/2020**
- 2) Intake Form (*in packet*) page 3-4. **due: 6/26/2020**
- 3) Release Form (*in packet*) page 5. **due: 6/26/2020**
- 4) Non-Tax Filer Form (*in packet*) page 6; complete only if you did not file 2018 Federal taxes; Non-filer tax form must be returned **Notarized. due: 6/26/2020**
- 5) Needs Analysis form (*in packet*) page 7; must be completed by the *Financial Aid Office* at the college you will attend 2020-21. It is your responsibility to have form completed & returned by the deadline date. **Make extra copies of Needs Analysis form if you are applying to more than one college. due: 6/26/2020**
- 6) Student Aid Report (SAR/FAFSA 2020-21) Apply online @ [www.fafsa.gov](http://www.fafsa.gov) **Print the results or Confirmation page.** SAR (*fafsa*) must show EFC (*Estimated Family Contribution*). The SAR (*fafsa*) is very important do not delay in applying; your College Financial Aid office & Ft. Belknap Higher Education Program need your SAR (*fafsa*) information. **due: 6/26/2020**
- 7) Certificate of Indian Blood Degree (*copy*) – Ft. Belknap Tribal Enrollment Certificate must show  $\frac{1}{4}$  or more degree of Indian Blood. **due: 6/26/2020**  
*Tribal ID card (copy) will not be accepted as a Tribal Enrollment Certificate.*  
Contact Tribal Enrollment office @ (406) 353-8531 or 353-8532
- 8) Federal Tax 2018 – *Copy of your Federal Taxes* (1040A; 1040EZ, etc.); Parents Federal Tax form if under age 24 and the College Financial Aid Office has determined you as a dependent student. **due: 6/26/2020**

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- 9) Photo ID (copy of picture ID) **due: 6/26/2020**
- 10) *Official High School Transcript or Official GED Transcript (copies will not be accepted) If you were a Higher Ed scholarships student Academic Year 2019-20 you do not have to submit another high school/GED/Hi-Set transcript. due: 6/26/2020*
- 11) *Official College Transcript - Applicants that previously attended college must submit an official college transcript from the last college you attended. Transcript must show Registrar seal or stamp. (copies will not be accepted as an official transcript) due: 6/26/2020*
- 12) College Acceptance Letter - (copy) from the college you will be attending verifying that you have been accepted to attend Academic Year 2020-21. **due: 6/26/2020**
- 13) Test Scores – ACT, SAT, TABE or COMPASS test (copy). Applicants must have one of these College Placement test. If you were a Higher Ed scholarship student Academic Year 2019-20, you do not have to submit another test score. **due: 6/26/2020**
- 14) Contract Health – IMPORTANT – Students moving off Ft. Belknap Reservation to attend college should contact Ft. Belknap Indian Health Service (IHS) Purchase Preferred Care Department to apply/inquire about health care services. This is very important should you need to see a physician when you are attending college. Ft. Belknap IHS (406) 353-3100.
- 15) If you were a Higher Education scholarship student 2019-20 you will not have to re-submit: High School/GED transcript; Test Scores, Tribal Enrollment; Acceptance Letter (if you are returning to the same college you attended 2019-20).

Note: *Work diligently on completing the Higher Education Packet, College application and file for FAFSA. Failure to complete FAFSA correctly may jeopardize your chance for Federal Assisted Programs. Contact the College Admissions and Financial Aid office to ensure your college and financial aid application is complete. Remember the Higher Education Scholarship is a supplemental program and maybe unable to meet your Unmet Need.*

**Questions:** Call Higher Education Office @ (406) 353-2466, 353-8376, 353-2976

**Mailing Address:** Fort Belknap 477 Higher Education Program  
656 Agency Main Street  
Harlem, MT 59526

**Email:** [rmesserly@ftbelknap.org](mailto:rmesserly@ftbelknap.org)

**FAX number:** (406) 353-4567 all forms faxed must be legible. Original forms faxed must also be mailed/postmarked by the deadline date. **Faxed transcripts will not be accepted.**

**June 26, 2020** Deadline date for file completion all required scholarship forms must be received/postmarked by the deadline date. **Applications received after the June 26<sup>th</sup> deadline date will be considered late.**

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# Higher Education Program Scholarship Application

**Academic Year 2020-2021**

**Ft. Belknap Higher Education Program**

**656 Agency Main Street Harlem, MT 59526**

**(406) 353-2466, 353-8376**

Last Name	First	Middle			
Current Address	City	State	Zip	Phone #	
Permanent Address	City	State	Zip	Phone #	
Social Security#:		Tribal Enrollment #			
Tribal Affiliation:		Date of Birth:			
Age	Married	Single	Separated	Divorced	
Veteran: Yes		No	Email:		
Spouse Name:					
Dependents age(s) under 18:					
High School Name/GED		Grad/Year			
College Status 2020-21:		Freshman	Sophomore	Junior	Senior
College attending 2020-21:					
College Address:					
Year to graduate from college:		Major:			
Date & Name of college(s) previously attended:					

Have you had a Higher Education scholarship grant before? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes; what year(s) \_\_\_\_\_

**Sign & date back of application & return to HEP office by the May 1, 2020 Deadline date**

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## Higher Education Policies and Procedures

### Application requirements:

- 1) Higher Education Application (page 1) must be received/postmarked on/prior to the **May 1, 2020 deadline date.**
- 2) All other required forms for Academic Year 2020-21 must be complete and received/postmarked on/prior to **Friday, June 26, 2020 deadline date.**
- 3) **Only OFFICIAL College/High school/GED transcripts will be accepted. COPIES of transcripts are not official and will not be accepted.**
- 4) Grant funds are specifically for educational expenses; mismanagement of funds will be subject to automatic suspension and repayment of funds.

### Guidelines:

- 1) Higher Education scholars must successfully complete 12 credits and maintain a 2.00 g.p.a.
- 2) Submit a copy of semester/quarter grades at the end of each semester/quarter.
- 3) Official college transcripts must be submitted at the end of spring 2020 semester/qtr.
- 4) Enroll in a degree program leading to an Associate/Certificate/Bachelor degree.
- 5) Notify the Higher Education Program immediately upon refusing the grant.
- 6) Failure to make academic progress will result in being placed on Probation for one semester/quarter.
- 7) Failure to meet academic requirements while on probation will result in suspension.
- 8) **Notify the Higher Education program if you withdraw from college; only upon approval by HEP of reason for withdraw will future funding be considered/continued.**
- 9) Higher Education applications received by May 1, 2020 will receive priority over applications received after the May 1, 2020 deadline date.

I give permission to the Ft. Belknap Higher Education Program to have access to my academic and financial records while attending an Institution of higher learning and receiving tribal scholarship funding from the Ft. Belknap 477 Employment & Training Higher Education Program.

I \_\_\_\_\_ on \_\_\_\_\_  
Name Date

Acknowledge the Higher Education Scholarship conditions stipulated.

**Deadline date: May 1, 2020 for Academic Year 2020-21**

Higher Education scholarship applications received after the May 1, 2020 deadline will be considered late. Late applications will be considered only if funding is available.

# Higher Education Scholarship Intake Form 2020-21

## Section I Personal Information

Name: \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_ Age \_\_\_\_\_

EMAIL \_\_\_\_\_

Veteran: Yes \_\_\_\_\_ No \_\_\_\_\_

Family Status: Two-Parent Family \_\_\_\_\_ Single Parent Family \_\_\_\_\_ Single \_\_\_\_\_ Total # in household \_\_\_\_\_

Total # of dependents under age 18 \_\_\_\_\_ High School Graduation/GED Year \_\_\_\_\_

High School Name & Address \_\_\_\_\_

College Name: \_\_\_\_\_ Expected graduation date: \_\_\_\_\_

Associate/Technology degree: Yes \_\_\_\_\_ No \_\_\_\_\_ Degree/Certificate Major: \_\_\_\_\_

College Status Academic Year 2020-21: Freshman \_\_\_\_\_ Sophomore \_\_\_\_\_ Junior \_\_\_\_\_ Senior \_\_\_\_\_

Estimated College Graduation Year: \_\_\_\_\_

Tribal Enrollment # \_\_\_\_\_ Tribal Affiliation \_\_\_\_\_

## Section II Client Characteristics

Labor Force Status: Unemployed: \_\_\_\_\_ # Weeks Unemployed: \_\_\_\_\_ Last hourly wage: \_\_\_\_\_

Employed: \_\_\_\_\_ Employer: \_\_\_\_\_

Permanent: \_\_\_\_\_ Temporary: \_\_\_\_\_ Seasonal: \_\_\_\_\_ Self-Employed: \_\_\_\_\_ Hourly wage: \_\_\_\_\_

Estimated Total Income in last 12 months: \_\_\_\_\_

TANF: Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, Amount & date benefits started \_\_\_\_\_

General Assistance (GA): Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, Amount & date benefits started \_\_\_\_\_

SSI, etc: Yes \_\_\_\_\_ No \_\_\_\_\_ Amount: \_\_\_\_\_

Food Stamps: Yes \_\_\_\_\_ No \_\_\_\_\_ Commodities: Yes \_\_\_\_\_ No \_\_\_\_\_ Medicaid: Yes \_\_\_\_\_ No \_\_\_\_\_

Vehicle: Yes \_\_\_\_\_ No \_\_\_\_\_ Energy Assistance: Yes \_\_\_\_\_ No \_\_\_\_\_ Child Care Program Yes \_\_\_\_\_ No \_\_\_\_\_



### Section III Employment, Training & Education Activities

#### Employment Services

☐ Job Referral  
☐ Job Search  
☐ Test Fee

#### Education/Training

☐ Higher Education  
☐ Vo-Technical  
☐ Training Assistance

#### Supportive Services

☐ Child Care Assistance  
☐ Transportation  
☐ Other

### Section IV Educational, Training and Employment Barriers

#### Check any barriers that may apply to you:

☐ 1) Single Head of Household  
☐ 2) Lack of significant work history  
☐ 3) Disabled Individual  
☐ 4) Health/Physical restrictions  
☐ 5) Public Assistance (Food stamps, Medicaid)  
☐ 6) TANF/GA recipient  
☐ 7) Child Care

☐ 8) Unemployed/Not in labor force  
☐ 9) Employed/Low Income  
☐ 10) No Driver's License  
☐ 11) Transportation  
☐ 12) Budgeting/Money management  
☐ 13) Social issues  
☐ 14) Homeless  
☐ 15) Other

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Intake Form is due June 26, 2020 file completion deadline date.

## CONSENT FOR RELEASE OF INFORMATION

Fort Belknap Higher Education Program  
656 Agency Main Street  
Harlem, MT 59526  
(406) 353-2466, 353-8376  
Email: [rmesserly@ftbelknap.org](mailto:rmesserly@ftbelknap.org)  
FAX: (406)-353-4567

I \_\_\_\_\_  
(Print)                      Applicant                      SS#

I am seeking services from the 477 Employment & Training Department. I authorize the 477 Employment & Training Department and all programs therein, to share, exchange, give and receive any information required about my application and the contents therein, in an effort to serve myself. In addition, I authorize the following programs to release to the Higher Education 477 Employment & Training Department. Those agencies are, but not limited to:

Tribal Personnel, Law Enforcement, Short Term Loan Program, Tribal Finance, Commodities, Tribal Credit, Head Start, Tribal Health, Housing Authority, Vocational Rehabilitation Program, Any Tribal Business, Tribal Education, All Colleges/Universities and Technical Institutions, Adult Basic Education, Area Schools, Banks, BIA, Any/All Employers, Veterans Administration, Insurance Companies, Job Services, County Clerk & Recorder, etc.

I understand any/all information by the above named programs/agencies will remain confidential and be used for professional purposes only. I understand that any/all information will not be released without prior knowledge. I understand that I may cancel this consent in writing at any time.

Information Requested:

Information Provided (Attach Documentation)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Higher Education Program Manager

\_\_\_\_\_  
Date

Consent for Release of Information form is due June 26, 2020 file completion deadline date.

## **Affidavit for Non-Tax Filers**

Higher Education Program  
Fort Belknap 477 Employment & Training Department  
656 Agency Main Street  
Harlem, MT 59526

I hereby certify that I did not file 2018 Federal Income Tax and will not do so.

I also certify that all the information provided on my financial aid form application is true and complete to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

Subscribed and sworn (or affirmed) before me this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
**Notary Public**

**State of:** \_\_\_\_\_

**SEAL**

Affidavit Non-Tax Filer form is due June 26, 2020 file completion deadline date.





## NEEDS ANALYSIS FORM

### Fort Belknap Higher Education Program

656 Agency Main Street

Harlem, MT 59526

(406) 3532466 Phone

Email: [rmessery@ftbelknap.org](mailto:rmessery@ftbelknap.org)

(406) 353-4567 FAX

✓ PLEASE CHECK

SEMESTER \_\_\_\_\_

QUARTER \_\_\_\_\_

TRIMESTER \_\_\_\_\_

**Expenses and Resources section are to be completed by the Financial Aid Office**

#### The Financial Aid Office shall do the following:

1. Complete the FNA only after a student has submitted the required financial aid form (FAFSA/PELL)
2. Consider all financial aid programs for which students qualify when determining the financial aid package.
3. Indicate NE (Not Eligible) next to listed resources for which students do not qualify.
4. Complete each line item under Expenses and Resources.
5. Indicate only the direct educational expenses of the applicant.
6. Report all fellowships and special awards.

COLLEGE: \_\_\_\_\_

STUDENTS NAME: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_ MARTIAL STATUS: \_\_\_\_\_

EXPENSES:

RESOURCES:

TUITION/FEES \$ \_\_\_\_\_ PERSONAL/SUMMER \$ \_\_\_\_\_ PELL \$ \_\_\_\_\_

ROOM/BOARD \_\_\_\_\_ PARENT CONTRIBUTION \_\_\_\_\_ SEOG \_\_\_\_\_

BOOKS/SUPPLIE \_\_\_\_\_ SPOUSE CONTRIBUTION \_\_\_\_\_ SSIG \_\_\_\_\_

TRANSPORTATION \_\_\_\_\_ VETERAN'S BENEFITS \_\_\_\_\_ CWS \_\_\_\_\_

PERSONAL \_\_\_\_\_ SOCIAL SECURITY \_\_\_\_\_ NDSL \_\_\_\_\_

CHILDCARE \_\_\_\_\_ OTHER (SPECIFY) \_\_\_\_\_ Fee Waiver \_\_\_\_\_

TOTAL EXPENSES \$ \_\_\_\_\_ TOTAL RESOURCES \$ \_\_\_\_\_

STUDENT NEED RECOMMENDED TO FORT BELKNAP HIGHER EDUCATION PROGRAM:

(EXPENSES MINUS RESOURCES) \$ \_\_\_\_\_

EDUCATION EXPENSES FOR ACADEMIC YEAR 2020-21

MONTH \_\_\_\_\_ YEAR \_\_\_\_\_ TO \_\_\_\_\_ MONTH \_\_\_\_\_ YEAR \_\_\_\_\_

DATE \_\_\_\_\_ FINANCIAL AID OFFICER \_\_\_\_\_ INSTITUTION \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

## ***Higher Education Program Scholarship Application Checklist 2020-21***

1. Higher Education Application – page 1      due: 5/01/2020
2. Intake Form - page 3    due: 6/26/2020
3. Release Form – page 5    due: 6/26/2020
4. Federal Tax 2018 (*copy*); Parent's 2018 Federal Tax or **Notarized Non-Tax Filer Form - pg.6**  
due: 6/26/2020
5. Needs Analysis Form – page 7    due: 6/26/2020
6. Student Aid Report 2020-21 *copy* of SAR(*fafsa*)    due: 6/26/2020
7. Certificate of Indian Blood degree (Enrollment must show one-fourth (1/4) or more)    due: 6/26/2020
8. **Official High School Transcript or Official GED/Hi-Set Transcript**    due: 6/26/2020
9. **Official College Transcript *must have Registrar's seal or stamp***    due: 6/26/2020
10. College Acceptance letter (*copy*)      due: 6/26/2020
11. Test Scores (***copy***) ACT, SAT, TABE, COMPASS    due: 6/26/2020
12. Photo Identification (*copy*)      due: 6/26/2020

**Higher Education application deadline date:    May 1, 2020**  
**File Completion deadline date:                                  June 26, 2020**

***Forms received after the deadline dates will be considered as late.  
Late applications will be considered only if funding is available.***

- Higher Education Program 656 Agency Main Street, Harlem, MT 59526
- Telephone number (406) 353-2466, 353-8376
- Fax: (406)353-4567 Forms can be faxed, however due to poor fax quality all faxed forms must be legible.
- **Official transcripts must be mailed or delivered *faxed transcript copies are not official transcripts.***
- **Required forms must be received or postmarked by the deadline dates.**
- **Email: [rmesserly@ftbelknap.org](mailto:rmesserly@ftbelknap.org)**

**NOTE:** Keep this checklist for your file; keep copies of all required forms.