



DELAWARE TRIBE OF INDIANS
Education Service Committee
5100 Tuxedo Blvd
Bartlesville, OK 74006
918-337-6590

TRUST FUND HIGHER EDUCATION SCHOLARSHIP
Application Process

Delaware Tribal members are eligible for up to \$3200.00 in scholarship funding. Full-time students may apply for \$400 per semester for up to eight semesters. Semesters do not have to be consecutive. Part-time students will receive \$200 per semester up to 16 semesters. Fall scholarship applications will be accepted from July 1 through July 31. Spring scholarship applications will be accepted from January 1 through February 28.

The attached form is a fillable PDF. You can download the application, fill it out online, and print it out to be mailed with the associated documentation. Applicants are responsible for submitting all required documentation; a checklist is supplied on the attached form.

Completed applications can be hand-delivered to the tribal offices or mailed to:

Delaware Tribe of Indians
Attn: Education Department
5100 Tuxedo Blvd
Bartlesville, OK 74006

Students must maintain a 2.7 GPA (grade point average) in the last semester attended (high school, college, etc.). Students must reapply at the end of each semester. Award is made directly to student to insure that it does not interfere with their financial aid package at the institution. Scholarships will not be awarded for the summer semester.

Scholarships are subject to funding availability. Applications may be acquired by mail or phone request or downloaded from the tribal website (www.delawaretribe.org).

Scholarship Application Requirements:

1. An application for scholarship must be completed and returned with all of the following required documentation:
 - A. Official copy of High School or official College Transcript of last school attended or GED scores.
 - B. Education Plan
 - C. Signed Privacy Statement
 - D. Verification of Enrollment to an accredited institution of higher learning (College, university, etc.)
 - E. Copy of Delaware Tribal Registration Card (if needing a card it may be obtained from the Registration Office)
 - F. Copy of Driver's License

Applications will be rejected if all documentation is not received by deadline.

2. Applications must be received from **July 1 through July 31 for Fall Semester and January 1 through February 28 for Spring Semester**. Applications received before or after the aforementioned dates will be considered only after the ones received during the proper time frame have been awarded.
3. Applicants must reapply each semester until maximum funding is reached, or until student has received funding for eight semesters. Applicants are encouraged to mail application and documentation by "Certified Mail" to ensure receipt by the Tribal Education Department.

Scholarship Eligibility:

1. Must be a registered member of the Delaware Tribe of Indians.
2. Applicant must be enrolled in an accredited institution of higher education (college or university).
3. Applicant must be enrolled as a full time (12 credit hours) or a part time (6 credit hours) student.
4. Funding is not available to students passing less than six (6) credit hours. If hours earned are less than twelve (12), the scholarship will be adjusted to the hours earned.
5. Award is based on current GPA (grade point average) of 2.7 or higher.
6. After completion of the fall semester, the student must provide an **OFFICIAL TRANSCRIPT** to the Education Department postmarked or hand delivered by January 31. **Spring awards will not be processed if the official transcript is not received by the deadline.**
7. After completion of the spring semester, the student must provide an **OFFICIAL TRANSCRIPT** to the Education Department postmarked or hand delivered by June 30.
8. If a student's transcript shows that the student earned less than full-time (12 credit hours), the scholarship will be adjusted. Example: If the student received \$300 for the Fall Semester and passed nine (9) credit hours, he or she is only eligible to receive \$150 for the Spring Semester. Funding is not available if less than six (6) credit hours are earned.

Scholarship Process:

1. The Education Committee will review all scholarship applications at the regularly scheduled meeting in August.
2. Applications will be considered on a first come first serve basis.
3. Applications are approved on a case-by-case basis.

Fall Semester:

1. All applicants will be notified by **email** as to the status of their application, so please include email address on the application, clear and legible. Those receiving scholarships will be requested to obtain verification of enrollment after the first thirty (30) days of the semester from the office of admissions of their respective institutions.
2. When the education committee has received verification of enrollment, scholarship stipends will be mailed **to the recipients** at the permanent address listed on the scholarship application. The scholarship monies **will not** be mailed to the institution.
3. After completion of the fall semester, the student must provide an **OFFICIAL TRANSCRIPT** to the Education Department postmarked or hand delivered by January 31. Subsequent Spring awards will not be processed until the official transcript is received.

Spring Semester:

1. All scholarship recipients must submit an official copy of their transcript for the fall semester and the enrollment verification form for the spring semester to the Education Committee no later than January 31. **If an official copy of the transcript and enrollment verification form is not received by the deadline, or the grade point average falls below the requirement, the scholarship will not be awarded.** The student may reapply for only the remainder of his/her award the following year if the GPA is back up to the required minimum. If circumstances have prevented the student from attending the second semester then a letter of explanation should be sent for the file in order to be able to reapply for the remainder of the award the following year.
2. After Completion of the spring semester, the student must provide an **OFFICIAL TRANSCRIPT** to the Education Department postmarked or hand delivered by June 30.
3. Any misrepresentation, whether intentional or accidental, may result in the forfeiture of scholarship funding and expulsion from all Delaware Tribe of Indians educational programs for at least one year.
4. The application will be reviewed at the regularly scheduled monthly Education Committee meeting. If approved, a check will be mailed to the registered tribal member.



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Application Form

Scholarships are awarded on a first come first serve basis. Applications are due by July 31 for Fall session and February 28 for Spring session. Applications received after this time will not be considered.

Name: _____
 Last First Middle Maiden

Permanent Address: _____
 Street, Box or Rural Rt. No. City State Zip

Telephone: Home (____)_____ Cell: (____)_____ E-Mail Address:_____

Soc. Se. No.: _____ Delaware Registration #: _____

Date of Birth: _____ Age: _____ Male: _____ Female: _____

High School graduated from: _____ Year: _____

College Classification: Freshman: ____ Sophomore: ____ Junior: ____ Senior: ____ Graduate: ____

Student Status: Full-time: _____ Part-time: _____ Quarterly _____ Major: _____

Profession you are preparing for: _____

Name and Address of Institution: _____

I hereby certify that the above information is true and correct to the best of my knowledge

_____ Date _____
 Signature of Applicant

This application for a Delaware Tribe of Indians Trust Scholarship must be **completed and returned with all required documentation**. Items that need to be included with the application are as follows:

- A. **Official copy of the High School Transcript, GED scores, or most current Official College Transcript** _____
- B. **Education Plan** _____ **and Signed Privacy Statement** _____
- C. **Verification of Enrollment** _____
- D. **Copy of Delaware Registration Card** _____
- E. **Copy of Driver's License** _____

Education Committee Use Only:

Scholarship Approved By: _____ Date: _____
Fall Award Amount: \$ _____ **Spring Award Amount: \$** _____
 Scholarship Denied By: _____ Date: _____
 Reason Denied: _____



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EDUCATION PLAN

Briefly describe your education and career plans for which these funds will be used:

STATEMENT OF PRIVACY

The Delaware Tribe of Indians Education Program operates under the general authority of the Delaware Tribe of Indians Trust Board ordinances and policies. In accordance with the accountability requirements for the administration of the funds appropriated for the program and in order to provide services to recipients, and to declare eligibility, certain information is required of the applicant. This form solicits the required information. Use of personal data will be available to authorized sources upon request. The applicant should understand that the intent of collecting and maintaining this data on individuals is for determining eligibility of the applicant and to provide a means for producing certain statistical records required of this office, specifically, the release of term grades and transcripts to the Delaware Tribe of Indians Education Committee. Failure on the part of the applicant to provide the requested information will preclude the applicant from eligibility in obtaining education assistance from this program. I have read the statement on privacy listed with the application form. I hereby provide the required information and authorize its use in order to establish my eligibility for a Delaware Tribe of Indians Higher Education Trust Scholarship.

Signature of Applicant **Date**



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VERIFICATION OF ENROLLMENT FORM

Attention: Office of Admissions and Records

Please complete the following information and return to address listed above

Student Name: _____

Social Security Number: _____

Is a student in good standing and currently enrolled in:

_____ **Credit Hours for the Fall** _____ **Spring** _____ **semester.**

Signature of Admissions Office Representative

Date

(Please note: An Official school seal or stamp is required to authenticate this form)

Place Seal Here: _____



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**TRUST FUND HIGHER EDUCATION SCHOLARSHIP
REQUIRED DOCUMENTS**

Period for funding: (Please indicate which term/semester and the academic year)

Fall: _____ Spring: _____ Quarterly: 1st: _____ 2nd: _____ 3rd: _____ Year: _____
(Must be received by the deadline to obtain eligibility)

- A. Final Transcript** (For High School Seniors or GED Recipients Only)
- B. ACT Scores** (For High School Seniors or GED Recipients Only)
- C. Official, Current College Transcript** (Current College/University Students Only)
- D. Education Plan and Signed Privacy Statement**
- E. Verification of College Enrollment** (Form attached. Form is completed by school's admission office)
- F. Copy of the Delaware Tribe of Indians Enrollment Card**
- G. Copy of Driver's License**

Deadlines:

Fall Semester: July 31

Spring Semester: February 28