



Cowlitz Indian Tribe
2018-19 Tuition Assistance Award Instructions
Full-Time and Part-Time
Trade/Vocational Students—Undergraduate Students—Graduate Students

About the Cowlitz Tuition Assistance Scholarship Award

The Cowlitz Indian Tribe awards assistance for tuition and fees to enrolled Cowlitz members attending accredited trade/vocational schools or post-secondary institutions. Tribal funding will support one of each of the following certificates/degrees:

- Trade/Vocational/Professional Certificate
- Associates
- Bachelor
- Master
- Doctorate

An application for tuition assistance may be submitted beginning January 2018, for the 2018-19 academic year. Academic year is defined as June 1, 2018 through May 31, 2019. All funds must be used for tuition and fees in the 2018-19 academic year. The Education Committee encourages you to apply early.

Students applying for a Cowlitz Tuition Assistance Award are urged to seek outside sources of funding for their education costs. To assist you, links to scholarship programs and other educational opportunities are provided on the Tribe's website at <http://www.cowlitz.org/index.php/resources/education>.

Funding is Available for the Following Enrolled Cowlitz Tribal Members

- Full-time Students—(12 credit hours or more for undergraduate students, 9 credit hours or more for graduate students).
- Part-time Students—(Less than 12 credits hours for undergraduate students, less than 9 credit hours for graduate students).
- Trade/Vocational/Professional Certification Students—students working toward trade/vocational/professional certification.
- Undergraduate Students—students enrolled in a community college or traditional college.
- Graduate Students—students who have earned an undergraduate degree and are pursuing higher degrees.
- Past recipients of the award are eligible for subsequent awards.

Funding for the 2018-19 school year will be distributed from June 1, 2018 through May 31, 2019.

- Up to \$11,000 in tuition and fees based on an invoice/statement from the school for undergraduate students, trade/vocational students and students seeking professional certification.
- Up to \$16,500 in tuition and fees based on an invoice/statement from the school for graduate students.
- A \$500 stipend for books.
- All award funds not used by May 31, 2019, will be returned to the Cowlitz Tribe for redistribution.

This is a two-step process.

Step 1: Determine the Amount of Your Tuition Assistance

Only complete forms submitted with all attachments are eligible for consideration.

Incomplete applications will be returned.

Required documents include:

- Completed 2018-19 Application for Tuition Assistance Award form.
- Copy of your Cowlitz Tribal Identification Card. If you do not have a Tribal ID card, contact Cowlitz Tribal Enrollment office by e-mail at cowlitzenrollment@cowlitz.org for a replacement card.
- Completed Education Goals form.
- Transcript (High school transcript for graduating seniors. Current or most recent transcript for all other applicants.)
- Copy of FAFSA Confirmation Letter/Student Aid Report showing EFC.

A complete application form with attachments may be e-mailed to education@cowlitz.org or mailed/delivered to the Tribal Office.

Cowlitz Indian Tribe
ATTN: Karissa Lowe/Mike Iyall, Education Committee
PO Box 2547
1055 9th Ave Suite B
Longview, WA 98632

You will receive an e-mail confirming receipt of your application prior to Education Committee review. Following committee review and approval of your application, a letter of award will be e-mailed to you. This process should be completed within 3 weeks of the date a complete application is submitted.

Instructions and a Request for Payment of Approved Tuition Assistance Award form will be e-mailed to the successful applicant approximately 45 days prior to the start of each quarter/semester.

Step 2: Request for Payment of Approved Tuition Assistance Award

This form must be completed for each quarter/semester following approval of your 2018-19 Application for Tuition Assistance Award.

Required documents include:

- An invoice/statement showing the school name, student name and school identification number, and tuition and fees owed. Payment will be limited to the amount shown on the invoice/statement and will be mailed directly to the school.
- Book stipend of \$500 per academic year. Payment of the \$500 book stipend may be made in one of two ways:
 - Payment may be mailed directly to the school and applied to your student account.
 - A request for reimbursement of book costs may be submitted. Proof of purchase in the form of a receipt identifying books purchased and cost is required for reimbursement.

E-mail your completed form with attachments to education@cowlitz.org. If you are unable to submit your request for payment electronically, contact Mike Iyall at 360-456-8720.

Allow 2-3 weeks after submission of the Request for Payment form and required documents for processing of your payment. All unused Tuition Assistance Award funds must be returned to the Cowlitz Tribe.

Only complete forms with attachments are eligible for payment. Incomplete forms will be returned.

Accommodations will be made for students with disabilities. If you require accommodations or have questions about this application, contact Mike Iyall, Tribal Education Committee Vice-Chair, at education@cowlitz.org or 360-456-8720.