



CHILCHINBETO CHAPTER

"HOME OF THE WORLD'S LARGEST NAVAJO RUG"

P. O. BOX 1681, KAYENTA, AZ 86033. EAST HIGHWAY 160 NAVAJO RTE. 59
PHONE: (928) 697-5680/5681 • FAX (928) 415-4929 chilchinbeto@navajochapters.org

Vacant-PRESIDENT · Thomas Bradley-VICE PRESIDENT · Virginia White-SEC/TREAS
Delbert Big-GRAZING OFFICIAL · Nathaniel Brown-COUNCIL DELEGATE
Eugene Badonie-MANAGER · Rose Gillis-ADMINISTRATIVE ASSISTANT



CHILCHINBETO CHAPTER STUDENT SCHOLARSHIP, ENRICHMENT AND FINANCIAL ASSISTANCE PROGRAM POLICY AND PROCEDURES

1. ESTABLISHMENT

The Chilchinbeto Chapter is hereby establishing a Student Scholarship, Enrichment and Financial Assistance Program Policies and Procedures for the utilization of funds appropriated to the Chapter and to provide to administer the funds.

Chilchinbeto Chapter will provide maximum allowable scholarship assistance so long that the Navajo Nation Council within each Fiscal Year appropriates funds. Chilchinbeto Chapter is vested with the responsibility of providing assistance to eligible student(s). Additionally, the chapter is responsible for making the proper eligibility determination for assistance.

2. PURPOSE

The purpose of the Chapter Student Scholarship, Enrichment and Financial Assistance Program Policy and Procedures is to provide guidance to Chilchinbeto Chapter in administering Scholarship Funds. The Navajo Nation Council appropriates these Funds to provide financial assistance for college bound students.

3. DEFINITIONS

- A. "Chapter Administration" means the employee of the chapter, which includes, but is not limited the Chapter Manager and Office Specialist.
- B. "Chapter Manager" means a chapter employee who performs the duties prescribed in 26 N.N.C Section 1004(c), and 2003 (b), and includes those employees referred to as Community Services Coordinators.
- C. "Local Governance Act" means 26 N.N.C., Section 1-2005
- D. "College bound students" means students who are pursuing Associate's, Bachelor's, Master's, and Doctorate degrees; Vocational certificate, Diploma and GED.
 - Students must be admitted to an accredited college, classified as a full-time student in a degree program with 12 credit hours or more, part-time student means a student in a degree program between 3-11 credit hours;
 - Graduate students will be considered a full-time student with 9 or more credit hours in a Master's curriculum; and as a part-time student between 3 and 8 credit hours.
 - Vocational tech students enrolled in an institution of higher learning which offers Certificates for course work completed.
 - Diploma students enrolled in an academic institution which offers GED or High School Diploma. "Enrichment" means funding opportunity for students K-12 for enhanced learning.



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This is not for sports or non-academic events.

4. ELIGIBILITY CRITERIA REQUIRED DOCUMENTS FROM STUDENT

All applicants must be officially and fully admitted to a post-secondary institution accredited by one of the regional accrediting associations as recognized by the Navajo Nation.

- * Application – Chapter Student Scholarship, Enrichment and Financial Assistance Program. A completed application with the student's signature.
- * Certificate of Indian Blood – original and officially sealed to verify legal enrollment with Navajo Nation.
- * Voter Registration – a photocopy of the Navajo registered voter registration, or if not registered yet provide a copy of parent's voter registration and be required to fill out voter registration form for future scholarship funding requests.
- * Official Transcripts – official SEALED college or high school grade transcripts. Opened or non-sealed transcripts will not be accepted. ***MUST have at least a 3.0 cumulative GPA***
- * Letter of Admission/Verification of Enrollment – undergraduate and graduate students must be officially and fully admitted to a post-secondary institution, which is accredited, by one of the six regional accreditation agencies as recognized by the Navajo Nation. The graduate applicant shall submit a regular letter of acceptance from the graduate university.
- * Release of Information – signed by student to allow Chilchinbeto Chapter to verify applicant's enrollment, number of credit hours, and GPA.

5. REQUIRED DOCUMENTS FROM THE CHAPTER

The chapter will draft a resolution for the students that submit all required documents as specified above. The resolution will be voted upon at the Regular Chapter meeting following the scholarship deadline. The resolution will state the students' names, and the fund amount granted to the student.

6. EXPENDITURE REQUIREMENTS AND REPORTING

- a) All expenditures shall be duly approved by the chapter membership and set out in the budget.
- b) The chapter administration shall make proper accounting and bookkeeping entries for all Student Financial Assistance expenditures.
- c) At the end of the month, the chapter administration shall prepare an expenditure report, which includes the beginning balance, check date, students' names, check numbers, check amount, Institution, and identifying what type of funding was awarded, and ending balance.

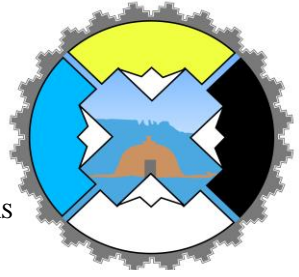


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- FT Students that are considered Masters or Doctoral degrees are eligible for \$500 per semester. (fund one per year).
- PT Students that are considered Masters or Doctoral degrees are eligible for \$500 per semester. (fund one per year).
- FT Students that are considered Juniors and Seniors are eligible for \$500 per semester
- PT Students that are considered Juniors and Seniors are eligible for \$250
- FT Students that are Freshman and Sophomore are eligible for \$250
- PT Students that are Freshman and Sophomore are eligible for \$250
- Students that are considered Vocational and Technical programs are eligible for \$250 per grade term with maximum of 4 terms per year.
- Online students that are considered Masters or Doctoral Degrees are eligible for \$100 per class but cannot receive assistance for more than 5 classes (All students are subject to calendar years).
- Online students that are considered Juniors and Seniors are eligible for \$50 per class but cannot receive assistance for more than 5 classes per year. (All students are subject to calendar years).
- One time GED \$250.
- Chilchinbeto Chapter Student Scholarship, Enrichment and Financial Assistance awards will be awarded contingent upon availability of funds for students of the Chilchinbeto community.
- Students taking less than 3 credit hours are not eligible!!!
- Due to low fund balance, the funds will be divided equally.

Applicants must be represented at Chapter Meetings either in person or by family member. If no representation is available, a written letter to chapter will suffice.

Eligibility: 8 hours voluntary community service to Chapter per award.

Fall Semester Deadline: Last day of September

Spring Semester Deadline: Last day of February

Summer Semester Deadline: June 1

- If a deadline date falls on a weekend or a holiday, it is due the Friday or the day before.

At least 6 months as registered voter. (under 18, parents have to be registered voters of CCH).

Due to confidentiality, information regarding the Chilchinbeto Chapter scholarship will be given to the applicant only.



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ACKNOWLEDGMENT

I, _____, acknowledge and agree to the terms of the Chilchinbeto Chapter Student Scholarship, Enrichment and Financial Assistance Program Policies and Procedures and I also understand the scholarship recipient selections are made under the discretion of the Chapter Manager based on the Chilchinbeto Chapter Student Scholarship, Enrichment and Financial Assistance Program Policies and Procedures and once the resolution is voted on the Student Scholarship, Enrichment and Financial Assistance is closed for that term. I also acknowledge that it is my responsibility to submit, update and follow up on all supporting documents to the Chilchinbeto Chapter.

Signature

Date