



SAN PASQUAL NATIVE AMERICAN SCHOLARSHIP FUND

EDUCATION AND VOCATIONAL ADMINISTRATIVE POLICY

1. PURPOSE

The purpose of the Fund shall be to provide financial support to enrolled tribal members and direct descendants of a living and deceased enrolled tribal members pursuing advance education at the community college, university or vocational school level. The Scholarship Fund is a needs-based program designed to make education affordable. Tribal Scholarships will be award after all other financial aid awards have been considered.

2. FUNDS NAME

The San Pasqual Native American Scholarship Fund is established through the Tribal Government and funded through the General Fund.

3. CRITERIA

Applicants for the award shall meet the following criteria:

- The candidate must be an enrolled tribal member or the direct descendant of a living or deceased tribal member. Descendants are those who are the issue, i.e., direct lineal descendants, of a living or deceased tribal member. This would include children, grandchildren, and great grandchildren, etc., who are related by blood to the living or deceased tribal member.
- The candidate must be enrolled or accepted for enrollment at an accredited college or university, community college, or vocational school.
- Candidates accepted for admission to a college, university, community college, or vocational school and who possess a minimum cumulative GPA of 2.00 at their high school, or who are currently attending a college, university, community college or vocational school and who possess a minimum cumulative GPA of 2.00 or equivalent at their currently enrolled institution or school will receive priority consideration
- The candidates are approved on a “first come, first serve” basis after a correct and properly completed application is received.
- To ensure timely disbursement of funds and appropriate budgeting of funds, the candidate’s completed application must be received no later than sixty (60) days prior to the start date of classes for the period to which the application applies. Applications received after the deadline will be considered, only if sufficient unspent funding remains.

- Candidates requesting “supplement of contract” (reimbursement for single classes) have thirty (30) days after they have registered to turn in completed application to be considered for reimbursement. Applications received after the deadline may be considered by the Business Committee at the Committee’s discretion and only if sufficient unspent funding remains.
- Candidates admitted to an accredited school are required to seek financial assistance using FAFSA (Free Application for Federal Student Aid) and are encouraged to explore other funding sources such as from governmental institutions and organizations, including charitable organizations, for funding. The Business Committee will use the FAFSA to evaluate financial need and each candidate shall include the FAFSA report along with the scholarship application. The San Pasqual Scholarship Fund provides supplemental assistance based on need and is not intended to provide full scholarship assistance or cover the full cost of tuition. Tribal scholarships are meant to supplement other financial aid. Financial aid from other sources is considered first before approving a Tribal scholarship award.
- Candidates who drop a class after Scholarship funds have been released to pay for the class are not eligible to request funding to repeat the class in the absence of circumstances beyond the control of the student. Re-application for funding of the class may be considered by the Business Committee. The student’s re-application should be accompanied by an explanation of the circumstances that caused the student to drop. Any refunds for dropped classes shall be immediately reimbursed to the Scholarship Fund. Refunds that are not reimbursed may be grounds to deny future funding to the applicant or may be applied against future funding at the discretion of the Committee.
- To be considered for a scholarship, the applicant shall submit the following supporting documentation:
 - a) Completed Application Form;
 - b) Proof of Acceptance, Enrollment, Registration or Admissions (a current class schedule is an acceptable substitute);
 - c) Financial Aid Statement and Evidence of Other Financial Aid Assistance awards;
 - d) Copy of student’s Free Application for Federal Student Aid (FAFSA);
 - e) Access to the student’s financial aid portal (student to authorize school to release financial aid/award information to the Tribe) to obtain financial aid and official billing statements showing account activity;
 - f) Proof of San Pasqual Indian Certification;
 - g) Student Statement (include connection to Tribe and Goals);
 - h) Official Transcripts of previous term showing proof that previous classes were completed where a scholarship award has been made.
 - i) Proof of GPA 2.00 or higher;
 - j) Degree/Class schedule;
 - k) Copy of Student ID;

- Candidates are required to submit proof of diploma/certificate upon completion of schooling.

4. FUNDING

- a. The San Pasqual Native American Scholarship Fund is established by the San Pasqual Band of Mission Indians with an annual pledge to be determined in the annual calendar year budget approved by the Tribe's General Council. The Fund is established with the intent that monies available to the Fund will be expended for its established purpose. The Fund may be augmented with additional funding at any time.
- b. College/University scholarship awards may be made up to up to a maximum of \$6,000 per calendar year. Awards will be made on the basis of need. Eligible applicants will receive \$3,000.00 per semester, or \$2,000.00 per quarter. Vocational school awards may be made up to \$2,500.00 per semester or training session. The amount of the maximum award guidelines may be changed by the Committee from time-to-time based upon available funding and demand for scholarship funding. The Committee may choose not to award a scholarship at the maximum amount permitted because the amount awarded shall depend upon the need of the applicant, the amount of available funding, the number of scholarship requests and the amount of each scholarship request.
- c. Funds needed to improve or learn a new job skill, enhance one's current job, or retrain for a new or similar job, do NOT qualify for a scholarship under this policy. Funds needed to pursue these types of learning, may be available through the Tribal Employment Rights Office (TERO).

5. QUALIFYING EXPENSES

Fees and expenses qualifying for scholarship funding are limited to:

- a) Tuition;
- b) Registration fees,
- d. Books required by all students in the class
- e. Mandatory fees (fees that must be paid in order to enroll)

Fees and expenses that DO Not qualify for scholarship funding:

- a. Discretionary fees (fees that are not required in order to enroll and attend classes)
- b. Housing costs,
- c. Food,
- d. Parking,
- e. Transportation
- f. Other costs not listed as a qualifying education expenses are not covered by scholarship funding

ITEMS NOT LISTED AS "QUALIFYING EXPENSES" ARE NOT COVERED.

(Electronic devices such as computers, laptops/tablets are eligible for reimbursement as described in the Tribal Donations Policy. Electronic devices are not qualifying Scholarship expenses under this policy.)

6. NUMBER OF SCHOLARSHIP REQUESTS BY ONE APPLICANT

An applicant may apply for the San Pasqual Native American Scholarship Fund provided that the applicant meets the criteria, for the Scholarship Fund as set forth herein. , follows the application procedures, and can support the request with qualifying expenses.

- a. San Pasqual Native American Scholarship Fund. An applicant may request scholarship assistance for two semesters or three quarters per calendar year. See definition of “semester” and “quarter” below. The applicant may apply for scholarship assistance in any calendar year until the applicant graduates or completes the educational or vocational program. There is no limit to the number of years an applicant may receive scholarship assistance. The Committee, however, may choose to limit the number of years an applicant receives scholarship assistance in its discretion so that it can accommodate as many worthy applicants as possible.
- b. There is no age limit to receive Scholarship Funds.

7. ADMINISTRATION

- a. San Pasqual Native American Scholarship Fund. The San Pasqual Band of Mission Indian’s Business Committee shall administer the San Pasqual Scholarship Fund and the Business Committee is authorized to request and direct disbursements from the Scholarship Fund. The Finance Department will examine applications based upon this policy and other criteria and deadlines provided to applicants, if any. The Business Committee shall approve scholarship funding awards based upon the data gathered by the Finance Department. The Business Committee may direct the Finance Department to gather additional information according to its discretion to assist in approving a scholarship award.

8. CATEGORIES OF SCHOLARSHIP AWARDS

The scholarship awards include the following:

Tuition
Registration Fees
Mandatory Fees
Books
Supplies

9. DEFINITIONS

Evidence of other Financial Aid Assistance: Funding separate from the San Pasqual Scholarship Fund intended to help students pay education expenses including tuition fees, room and board, books and supplies, etc. for education at a college, university, or private school or in a vocational program.

GPA: Grade point average.

Descendants: Descendants are those who are the issue (by blood) of an individual, such as children, grandchildren, and their children, to the remotest degree of a living or deceased enrolled tribal member.

Tribal Member: A tribal member is an Indian who is enrolled (or was enrolled at the date of death) in the membership of the San Pasqual Band of Mission Indians of California and is recognized (or was recognized at the date of death) as a member by the band.

Semester: A study period characteristic of a term of study of 15 weeks per period. A full year of study is typically two semesters one in the fall and one in the spring or 30 weeks of study in total.

Quarter: A study period characteristic of a term of study of 10 weeks per period. A full year of study is typically three quarters fall, winter and spring or 10 weeks of study per quarter.

BUSINESS COMMITTEE APPROVAL

This Educational and Vocational Administrative Policy is hereby adopted and approved by the San Pasqual Band of Mission Indians of Business Committee on February 6, 2020, and shall be updated and amended when appropriate at the discretion of the Business Committee to assist in administration of the San Pasqual Scholarship Fund.



Stephen W. Cope, Chairman



Justin Quis Quis, Vice Chairman



Tilda M. Green, Secretary/Treasurer



David L. Toler, Councilman



Joe Chavez, Councilman



2019-2020 APPLICATION FORM

San Pasqual Band of Mission Indians

University & College / Vocational Scholarship Requirements

1. Completed Application Form
2. Proof of Acceptance Enrollment or admissions
3. Financial Aid Statement including amount of Financial Aid Awarded
4. Evidence of Other Financial Aid Assistance awards not included in 3 above
5. Copy of student's Free Application for Federal Student Aid (FAFSA) application (Please apply (3) months prior to FAFSA to ensure you receive award, must be attached.)
6. Access to the student's portal (student to authorize school to release financial aid/award information to the Tribe.) to obtain financial aid and official billing statements showing account activity.
7. Proof of San Pasqual Indian Certification
8. Student Statement (include connection to Tribe and personal Goals) (MUST BE SIGNED)
9. Official Transcripts of previous term
10. Must have a 2.0 GPA or equivalent
11. Copy of Student ID
12. Reimbursement request must be submitted within ninety (90) days of date of receipt, except that "single classes" must be submitted within thirty (30) days of receipt.
13. Official School Billing Statement from the school you are attending, and tuition amount
14. Proof that previous classes were complete where a scholarship award has been made
15. Degree/ Class schedule.

Please allow 4 to 6 weeks to process a **completed******scholarship application.

Date ____/____/____ term _____ Year in School _____

Name _____ DOB ____/____/____

Physical Address _____

Mailing Address _____

Phone/Contact # _____ Email Address _____

Degree to be obtained AA BA BS MA PHD other _____ Major _____

College or University / Vocational _____

Institution Address _____

Financial Aid Counselor Name _____ Phone/Contact # _____

Student's Signature _____ Date ____/____/____

SPED Office Use Only) Date Received ____/____/____ by: _____

Application Complete: Yes / No Application Item #s Needed: : _____

Completion Date: ____/____/____ Application Completion Date: ____/____/____



SAN PASQUAL BAND OF DIEGUENO MISSION INDIANS OF CALIFORNIA

SAN PASQUAL RESERVATION

SCHOLARSHIP APPLICATION REQUIREMENTS

Important: Applications must be TYPED or PRINTED legibly in black ink. Incomplete and illegible

Applications will not be processed. You will be notified by mail/e-mail.

Please allow 4 to 6 weeks after the date of your application. **(PLEASE NOTE THAT TUITION, MANDATORY FEES AND BOOKS ONLY APPLY TOWARD THE SAN PASQUAL SCHOLARSHIP POLICY).**

APPLICATION REQUIREMENTS:

- Any tribal member of the San Pasqual Band of Indians or their lineal descendant may apply for a Scholarship by submitting a "Proof of Indian" certification from the San Pasqual Tribal Office.
- You may receive a scholarship to a university, college, Jr. College, vocational or trade school.
- You can attend full-time or part-time.
- A GPA of 2.0 is required.
- **Reimbursement request must be submitted within ninety (90) days of date of receipt, except that "single classes" must be submitted within thirty (30) days of receipt.**
- **To ensure you receive FAFSA reward please apply three (3) months prior to semester you are seeking scholarship for.**
- **Please provide SPBMI access to your student portal ASAP.**

FIRST TIME APPLICANTS- please provide the following:

- One photo, family photos are encouraged. This will not be returned.
- Your scholarship application **completely and legibly filled out and signed & dated.**
- One full-page letter about yourself, include connection to Tribe, and the school you are attending and your area of study. Tell about your Education goals and future plans. (MUST BE SIGNED & DATED)
- A copy of your proof of San Pasqual Indian Certification from the San Pasqual tribal office.

RE-APPLICANTS-

- **A copy of an official school transcript showing previous classes were completed.**
- **Updated letter explaining your progress in school. (MUST BE SIGNED & DATED)**
- **Official billing statement from the school you are attending, the year in school, tuition amount, and mandatory fees if applicable.**
- **Copy of your courses for semester you are requesting scholarship assistance.**

Mail or drop off your application with all required documents to:

SAN PASQUAL FINANCE DEPARTMENT

SCHOLARSHIPS

16400 Kumeyaay Way, Valley Center