

Southern Ute Indian Tribe

Department of Education



## Certificate Application Packet

Council Approved June 22, 2011

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## Southern Ute Indian Tribe Department Of Education

Welcome to the Education Certificate Scholarship Program of the Southern Ute Indian Tribe. As a Southern Ute Indian Tribal Member you are eligible for certain benefits through the Education Certificate Scholarship Program, which include full-time scholarships, part-time scholarships and approved summer sessions for certificate programs. These benefits come with a strict set of rules and responsibilities, approved by the Tribal Council, with which you must comply.

This program is designed to operate in an efficient and timely manner. The process ensures adequate thought and planning on the part of the applicant to gain a successful educational experience and meet the goals of a desired degree program. Applicants who have not completed the necessary requirements needed for a scholarship two weeks before school starts will not be approved for an award.

In addition to our commitment to provide a high quality education, the scholarship program will no longer fund "for profit" institutions of higher learning. For alternate schools see an Academic Advisor at the Southern Ute Department of Education or refer to [http://en.wikipedia.org/wiki/List\\_of\\_for-profit\\_universities\\_and\\_colleges](http://en.wikipedia.org/wiki/List_of_for-profit_universities_and_colleges).

It is *not* the responsibility of the Department of Education to complete *your* application. This responsibility lies solely with the applicants. **Incomplete or late applications will not be considered. NO EXCEPTIONS.**

Certificate awards can be approved year around. The Department of Education only has a limited amount of spaces for the Certificate program and it is first come, first serve. Part-time awards can be approved year around, which include: tuition, books and fees; mileage at the federal rate is also available to part-time students commuting from home to attend an institution of higher education. . **Scholarship awards cannot be used to pay pre-existing bills or be used for any purpose other than current academic school year expenses, such as books, fees, and reasonable living expenses.**

**Failure to meet these requirements will result in disqualification, a loss of benefits and, in some instances, repayment of funds already received.**

### Color Code

**Blue-** refers to Grade Point Average (GPA)

**Red-**refers to dates and deadlines

**Green-**refers to official transcripts

# DEFINITIONS

“Academic achievement” shall mean awards or memberships based on GPA or other educational achievements, including, but not limited to, the National Honor Society, Phi Beta Kappa, Dean’s List, President’s Award, and Tri-Beta.

“Accredited” shall mean approved by an accrediting organization recognized by the Council for Higher Education Accreditation (CHEA) [www.chea.org](http://www.chea.org). and state approved schools.

“Adult Occupational Training Coordinator” shall mean the AOTC of the Tribal Department of Education.

“Commuting” shall mean a commuting distance of no more than one hundred (100) miles round trip from a student’s primary residence to the institution of higher education.

“Director” shall mean the Director of the Tribal Department of Education.

“For Profit” shall mean any educational institutions that are run by private, profit-seeking companies or organizations and that do not apply transferrable credits. Please see attached list.

“Good cause” shall mean death of an immediate family member, a medical condition certified by a doctor that justifies withdrawal, hospitalization of the student or immediate family member, or other situations beyond the control of the student, as determined by the committee.

“Immediate family member” shall mean: the student’s father, mother, brother, sister, husband, wife or child; other extended family members, including step or in-law relations, may be considered on a case-by-case basis, as determined by the committee.

“Institution of higher education” shall mean an accredited college, university, vocational or technical school.

“Official Transcript” shall mean a sealed transcript that is sent directly from the student’s Institution of Higher Education to the Department of Education.

“Scholarship Committee” shall mean the staff of the tribal Department of Education, excluding the K-12 staff.

“PIN number” shall mean a personal identification number issued by the college, university or institution of higher education to access student records.

"Probation Period" shall mean the term following the term in which the student received an unsatisfactory grade point average between a 1.1-1.9 for certificates.

"Third Party Payment Form" shall mean a form authorizing payment of tuition or tuition, fees and books on behalf of a student.

"Tribal member" shall mean an enrolled member of the Southern Ute Indian Tribe.

"Tribe" shall mean the Southern Ute Indian Tribe.

"Tribal Employee" shall mean an employee of any entity of the Southern Ute Indian Tribe.

"Unofficial Transcript" shall mean any transcript, i.e web based or issued to the student, other than an Official Transcript as described above.

## SIGNIFICANT INFORMATION

### A. COMPLIANCE.

Students must comply with **all** scholarship policies, including repayment, and satisfy **all** program requirements before students will be considered for another full-time scholarship or any services that require funding from the Department of Education, except for the internship and tutoring programs.

### B. SCHOLARSHIP PAYMENTS.

All scholarship payments will be made according to the Annual Scholarship Distribution Schedule contained herein. The Director may request that payments be held for those students requiring special consultations or for those students not in compliance with the scholarship policies. **Without demonstrated “good cause,” as defined in these policies, payments will not be held for student pickup or given out early.**

### C. COMMUNICATION.

If the student is 18 years of age or older, the Department of Education will communicate solely with the student unless the student provides a signed release of information form to the Director, authorizing communications with another individual.

### D. PAYMENT OF TUITION.

All tuition will be paid directly to the institution of higher education. It is the student's responsibility to submit tuition costs to the Department of Education in a timely manner. It is also the student's responsibility to determine whether a Third Party Payment Form is required. If a student is dropped from classes for any reason, re-enrollment and any fees incurred will be the student's financial responsibility. Students are responsible for paying for failed or retaken courses.

### E. RE-IMBURSEMENT.

Tuition will **not** be reimbursed to the student it will be routed through the institution for reimbursement. Part Time students will be reimbursed from the Department of Education for books and fees with proof of receipt or a direct bill from the institution.

F. SOUTHERN UTE TRIBAL EMPLOYEES & ELECTED OR APPOINTED OFFICIALS.

Scholarships will not be awarded to elected or appointed tribal officials, excluding committee members (Council members, Chief Judge and Executive Officer) or Education Department employees. Only part-time scholarships will be awarded to full-time tribal employees. Tribal employees must follow Tribal Personnel Policy regarding class scheduling, absences and work hours.

G. TRAVEL.

An accepted student who needs financial assistance for orientation may request per diem at the federal rate from the Department of Education two weeks in advance. Students requesting funds for International studies will only be forded a maximum of \$2,000. The Department does not pay for travel to and from school for full time students.

H. ONLINE EDUCATION.

Students must be accepted to a "Regional" accredited "Not For Profit" institution. Online certificates will be part-time funding only!

## **PROCEDURES AND CRITERIA FOR ELIGIBILITY**

A. CRITERIA.

1. Be an enrolled member of the Southern Ute Indian Tribe;
2. Submit all documents required; and
3. Demonstrate compliance with previous scholarship award requirements.

B. PROCEDURES.

In preparing applications for this scholarship, it is important that the following be completed in order to expedite the application process:

1. APPLICATION.

Each applicant applying for a scholarship must submit a complete scholarship application packet to the Department of Education. **Incomplete and late applications will not be considered.**

2. EDUCATION PLAN.

An Education Plan consists of:

- a. A one page letter explaining career goals, selection of accredited institution, desired certificate and how long to complete it.
- b. The institution of higher education course catalog (for the year accepted) that outlines the certificate and courses needed.

3. Accepted Scholarship Recipients.

Approved students must abide by scholarship policies (pg 7-10).

## Scholarship Policies

A. GENERAL (Applies to All Students).

1. A completed scholarship application packet must be returned to the Department of Education, no later than two weeks before school starts.
2. **It is the responsibility of students to notify the Department of Education in writing of any address or phone number change. The students must accept their mail from the Department of Education at all times. If certified mail is returned to the Department of Education, students must come into the Department of Education or contact the office for the certified mail before the next scholarship check is issued.**
3. Students must submit placement test scores from the institution of higher education the student will be attending, or proof of a waiver of this requirement is submitted, **no later than two weeks after school has started.**
4. Students must submit proof of Vocational/Technical certificate completion for continued scholarship funding or any other services that require funding from the Department of Education.



5. Changes in course enrollment, withdrawal from classes or transfers must be approved by the Adult Occupational Training Coordinator and the Director before changes are made. If a student changes a course which affects tuition and/or fees, the student will be responsible for any additional tuition, fees and associated costs, such as books and supplies. Students who fail, repeat or drop a course or courses for which the Tribe has paid separate tuition must make up those course credits or pay the tuition back before the start of the next academic year.
6. Simultaneous attendance at two institutions of higher education must be approved by the Adult Occupational Training Coordinator and the Director. This arrangement must be justified in terms of relevance to the student's certificate program.
7. Students who have been denied a scholarship may re-apply the following year if they fulfill all necessary criteria.
8. Special situations, such as students with documented learning disabilities or medical conditions, will be reviewed by the Director on a case-by-case basis for scholarship funding.
9. Transcripts must be submitted to the Department of Education as follows:
  - a. **An Official Transcript is required as part of the student's scholarship application.**
  - b. Unofficial Transcripts must be submitted to the Department of Education no later than two weeks after completion of each term, quarter or session.
  - c. **Official Transcripts must be submitted to the Department of Education before the second payment.**
  - d. **If transcripts are not submitted as required, scholarship funding and/or tuition will be placed on hold. Students will be responsible for late fees incurred.**
10. A valid PIN number must be provided by midterm of the first term in order for the Department of Education to access student grades and courses. If there are any changes to either the student ID or the valid PIN number, the student must report it immediately to the Department of Education. Failing to do so will be a direct violation of the scholarship policies and payment will be put on hold.

11. Any student found to have engaged in academic or financial dishonesty will be immediately terminated from the scholarship program, and the student will not be readmitted into the scholarship program for **five years**.
12. **Students must notify the Department of Education within five working days of their withdrawal from any Institution of Higher Education. Students must submit proper documentation verifying the cause for withdrawal, which will be considered by the Director on a case-by-case basis. Failure to notify the Department of Education of withdrawal and acceptance of continued scholarship funding is considered financial dishonesty.**
13. **Students who fail to complete a term without good cause must repay all scholarship awards received for that term, plus tuition. Note: scholarship awards will be subject to the tribe's debt collection policy.**
14. A repayment plan, which must be approved by the Director, can take one of two forms:
  - a. Pay the Tribe in full the total amount of the scholarship award, including tuition. A student may arrange with the Department of Education and Finance to make monthly payments for a **maximum of five years**, provided she/he has not pursued the option of making up credits, in which case the period of time for repayment will be reduced.
  - b. Make up the number of credits funded by the Tribe for the term in which the student failed to meet the scholarship policies and show proof of a **cumulative GPA of 2.0 for the certificate**. This must be accomplished without Department of Education funding **within three consecutive terms** immediately following the probationary term or withdrawal.
15. Students must follow rules of conduct as defined by the policies and rules of the institution of higher education they are attending.

## B. VOCATIONAL CERTIFICATES.

In addition to the general Scholarship Policies described in Section A, which apply to all students, students seeking a scholarship award for a vocational certificate must abide by the following policies. Scholarships will not be awarded to students who fail to meet the requirements stated in these guidelines.

1. A student must be enrolled in 12 credit hours per term and a total of 24 credit hours every 2 terms, with proper documentation showing full time enrollment.
2. A **cumulative GPA of 2.0** or better must be maintained throughout the duration of the specified certificate program. If the student does not meet this requirement, the student will be placed on scholarship probation for one term. After the probationary period, if the student does not meet the requirements he/she must repay the entire scholarship award, plus tuition, or fund on their own the number of credits that were funded through a tribal scholarship, while maintaining a **cumulative 2.0 GPA**. A student may reapply for scholarship funding once the repayment requirements have been met.
3. Students who fail to maintain a **cumulative GPA of 1.0** or better will not be eligible for scholarship probation and will be denied additional scholarship funding until they have raised their **cumulative GPA to 2.0**.
4. Certificate scholarship awards will equal \$10,000/term plus tuition. A maximum of \$25,000.00 will be paid for tuition for a certificate program. If the tuition exceeds this amount, the student is responsible for any additional tuition necessary to complete the program.
5. Certificate scholarship awards will be limited to no more than 4 terms for the first certificate. If a student seeks a second certificate they will be classified as full time. Before a second certificate is awarded the recipient must participate in the Excellence in Education program for 6 months. The second certificate will be for an additional 4 terms and it must be related to the first.
6. A one-time award not to exceed \$2,500.00 will be given for tools and other special equipment. The student must sign the Repayment Agreement requiring the student to return such tools and equipment to the Tribe immediately if the student does not complete the certificate program.

C. PART-TIME & LIMITED SCHOLARSHIP AWARDS.

In addition to the general Scholarship Policies described in Section A, which apply to all students, students seeking a part time scholarship award must abide by the following policies.

1. Part-time and limited scholarship awards shall include only tuition, books, fees; and mileage at the federal rate for local commuting to attend an Institution of Higher Education.

- a. A course schedule including days and times of classes must be submitted for mileage reimbursement.
- 2. Part-time scholarship awards are for students that have:
  - a. On line certificates.
  - b. Students enrolled in part time credit hours.
  - c. Any program less than 5 months to obtain the certificate.
- 3. Certification and Licensure Renewals:
  - a. The department will only pay for registration, tuition, books, fees and mileage to the test site. No living expenses will be provided.

D. EXPENSES.

The following expenses will be considered for payment:

1. Graduation Expenses.

Certificates                      \$100.00

The student must submit a written request for such expenses before graduation together with proof of graduation eligibility.

2. Travel.

a. Students admitted to an institute of higher education and must attend orientation; the Department of Education will pay for travel at the federal rate not to exceed \$1,000.00.

b. The Department of Education will not pay for students' moving expenses and travel during holidays and at the end of each term, etc.

E. AWARDS.

1. Once a year students with academic achievements will receive monetary awards as follows:

Certificates:                      \$125.00

2. Students must present proof of receiving academic awards.

# APPEALS.

## 1. RIGHT OF APPEAL.

Any student who disagrees with the decision of the Adult Occupational Training Coordinator regarding the application of the scholarship program policies by the Department of Education and wishes to appeal the Adult Occupational Training Coordinator's decision must submit a written letter of appeal to the Director within seven calendar days (if the student is in the local service area) or fourteen calendar days (if the student is off the reservation) of that decision. Upon receipt of the letter of appeal, the Director shall meet with the student and the Academic Advisor to discuss the issue and shall make a decision regarding the appeal within 14 calendar days of that meeting. Any student who disagrees with the Director's decision may then submit a written request for a hearing in front of the Scholarship Policies Board of Appeals (Board of Appeals) to the Executive Officer of the Southern Ute Indian Tribe within seven calendar days (if the student is in the local service area) or fourteen calendar days (if the student is off the reservation) of the Director's decision. Failure to submit a written request within the seven or fourteen calendar day time period shall result in termination of the appeal process.

## 2. CONTENT OF LETTER OF APPEAL.

The letter of appeal must state the decision with which the student disagrees and the student's position. The student must also submit any documentation that supports the student's position with the letter of appeal.

## 3. COMPOSITION OF THE BOARD OF APPEALS.

The Board of Appeals shall consist of:

- a. A former master's or doctorate level scholarship student, or, alternatively, the Director of the Private Education Department for the Southern Ute Indian Tribe, or his/her designee.
- b. the Manager of the Sky Ute Lodge & Casino's Career Development Program (CDP), or his/her designee; and
- c. a former scholarship student who was subject to the Tribe's scholarship policies after 1999, met the requirements of the scholarship policies while receiving a scholarship and maintained a 3.0 GPA.

The Director shall compile a list of former students who would be eligible to serve on the Board of Appeals under subsection c. The former master's or doctorate level student or the Director of Private Education or his/her designee and the

Manager of the Casino CDP shall jointly select a former student from the list to serve on the Board of Appeals for each hearing. No person shall be allowed to serve on the Board of Appeals if the appeal presents a conflict of interest involving an immediate family member. Prior to commencing a hearing, the three members of the Board of Appeals shall select one member to chair the hearing.

4. HEARING.

The Scholarship Policies Board of Appeals shall hold a hearing regarding the written letter of appeal within 15 days of receipt of the letter by the Executive Officer. The Executive Officer shall notify the appealing student of the hearing and the student's right to appear at the hearing, either in-person or by telephone, to support the letter of appeal. The Executive Officer shall also notify the Department of Education of the hearing and a representative of the Department may be present to defend the Department's interpretation and administration of the Scholarship Policies.

5. HEARING PROCEDURES.

The appealing student shall be given a fair hearing with rights of due process; however, strict rules of evidence and procedure do not apply. The Department of Education will first present its case, including documents and testimony. The appealing student will then be allowed to present his/her case, including documents and testimony. The members of the Board of Appeals may ask questions of both the Department representative and the appealing student. The hearing shall be closed to the public and all information shall remain confidential.

6. DECISION.

At the conclusion of the hearing, the Board of Appeals shall meet in private to review the evidence and make a decision, by majority vote, to accept, reject, or modify the decision of the Director. The Board of Appeals' decision cannot include a recommendation or directive that is inconsistent with any of the Scholarship Policies. The Scholarship Policies Board of Appeals shall provide the Director and the appealing student with a written decision within seven days. The decision of the Scholarship Policies Board of Appeals is final and there will be no right to a review of the decision in Tribal Court or Tribal Council.

# Annual Scholarship Distribution Schedule

Students must be in compliance with the scholarship policies in order to receive a 2<sup>nd</sup> term of funding.

## I. DIRECT DEPOSIT.

For those students who have elected to have funds directly deposited, those amounts will be deposited on the first of the month for which the funds are intended.

## II. CHECKS.

The Department may amend the distribution schedule to correspond with the varying schedules of other institutions of higher education.

### A. CERTIFICATE.

Students will receive a first payment in the amount of \$4,500.00. The following four months, students will receive \$1,375.00 per month, mailed on the **20th of the month**. The distribution schedule will be the same for the next five-month term or the duration of the certificate program.

Education Scholarship \* NEW STUDENT Application Form  
**Only COMPLETED applications will be considered**

\_\_\_ Certificate

\_\_\_ Full-time  
\_\_\_ Part-time

Name: \_\_\_\_\_ SS#: \_\_\_\_\_  
Census #: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

<b>Accredited Institutional Information</b>	
Name	_____
Address	_____
Phone:	_____ Web site _____
<b>Student's Institutional Information</b>	
Student ID#:	_____ PIN #: _____
Assigned Advisor/phone	_____
Assigned campus e-mail (if applicable)	_____
<b>Certificate Information</b>	
Certificate	_____

**All students must attach the following information to this Application:**

- \_\_\_ Acceptance letter from the accredited institution of higher education you plan to attend.
- \_\_\_ One-page letter explaining: 1) career goals and, 2) selection of accredited institution. 3) Desired Certificate and How long to complete.
- \_\_\_ List of courses you plan to enroll in during the **first term** and **second term** (academic year).
- \_\_\_ Signed Repayment Agreement in case of default (**notarized**).
- \_\_\_ Signed Privacy Act Form and Release (**notarized**).
- \_\_\_ Catalog from the accredited institution of higher education you plan to attend.
- \_\_\_ Other scholarships, grants, loans, and awards applied for (tuition, fees, and books).
- \_\_\_ High School official transcript, diploma or GED certificate.



\_\_\_\_\_ Completed career assessment test **administered by the Department of Education.**

\_\_\_\_\_ Two (2) letters of recommendation (excluding family, friends and Department of Education staff).

\_\_\_\_\_  
Signature of Applicant

Date: \_\_\_\_\_

*For Office Use Only*

Scholarship Award Recipient: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Incomplete \_\_\_\_\_

Unanimous Approved 1st. \_\_\_\_\_ 2nd. \_\_\_\_\_ ( ) For ( ) Opposed ( ) Abstain

\_\_\_\_\_  
Education Director Signature

# REPAYMENT AGREEMENT

IN ACCEPTING THIS SCHOLARSHIP AWARD FOR YEAR(S) FUNDED \_\_\_\_\_:

I have read and agree to abide by all the Department of Education Scholarship Policies. If I do not, or if I fail to complete the full term without good cause and/or neglect to notify the Department of Education within **five working days** after the occurrence, **I will repay the total amount** of scholarship award, including tuition.

I agree to contact the Southern Ute Department of Education to make arrangements for repayment. If I fail to make arrangements for repayment or fail to make payment or make up the number of credits as agreed, I understand legal action through the Southern Ute Tribal Court or other collection methods will be taken, and a portion of my per capita, dividend and/or pension payments could be withheld until repayment is satisfied.

A repayment plan, which must be approved by the Director, can take one of three forms:

1. Pay the Tribe in full the total amount of the scholarship award. A student may arrange to make monthly payments for **a maximum of five years**, provided she/he has not pursued the option of making up credits, in which case the period of time for repayment will be reduced.
2. Make up the number of credits funded by the Tribe for the term in which the student failed to meet the scholarship policies, and show proof of the required **cumulative GPA**. This must be accomplished without The Department of Education's funding **within three consecutive terms** immediately following the probationary term or withdrawal.
3. Pay the Tribe the total amount of the scholarship award received for any exams. A student may arrange to make monthly payments for **a maximum of 5 years**.

I \_\_\_\_\_ **have received a copy of the Scholarship Policies and agree to abide by them.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Note: Please have this page notarized by a notary public.**

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) ss:

Subscribed and sworn to before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

My commission expires \_\_\_\_\_.

# Privacy Act Form and Release

(Year(s) Funded: \_\_\_\_\_)

The Privacy Act of 1974 (Public Law 93-579) requires that record systems subject to the Privacy Act be identified.

**CONSENT FOR GRANTING ACCESS OR TO RELEASE RECORDS TO THIRD PARTY**

I hereby authorize

\_\_\_\_\_  
Name of Institution

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
E-mail

To grant access and/or release my academic grades and all materials relating to me contained in the files of said institution to:

Director of Department of Education  
Southern Ute Indian Tribe  
PO Box 737  
Ignacio, Colorado 81137  
E-mail: [ltaylor@southern-ute.nsn.us](mailto:ltaylor@southern-ute.nsn.us)

\_\_\_\_\_  
Name of Student                      Date

\_\_\_\_\_  
Signature of Student

**NOTE: Please have this page notarized by a notary public.**

State of \_\_\_\_\_ )

County of \_\_\_\_\_ )

Subscribed and sworn to before me, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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

My commission expires \_\_\_\_\_.

**CASH FLOW WORKSHEET  
FOR STUDENT USE ONLY**

**MONTHLY EXPENSES**

<p><b>Household</b></p> <p>Mortgage/rent \$ _____</p> <p>Utilities: Gas/electric _____</p> <p style="padding-left: 20px;">Water/Sewer _____</p> <p style="padding-left: 20px;">Trash _____</p> <p>Phone: Home/cell _____</p> <p>Cable _____</p> <p>Groceries _____</p> <p>Home furnishings _____</p> <p>Household supplies _____</p> <p><b>Medical</b></p> <p>Doctor/ Dentist \$ _____</p> <p>Medicine/prescription _____</p> <p>Other _____</p> <p><b>Clothing</b></p> <p>Purchases \$ _____</p> <p>Cleaning, laundry, etc _____</p> <p><b>Automobile</b></p> <p>Monthly payments \$ _____</p> <p>Fuel _____</p> <p>Oil changes, repairs _____</p> <p>Tires _____</p>	<p><b>Insurance</b></p> <p>Life \$ _____</p> <p>Auto _____</p> <p>Health/dental _____</p> <p>Homeowner/renter's _____</p> <p><b>Entertainment/Recreation</b></p> <p>Dining \$ _____</p> <p>Movies/theatre _____</p> <p>Health club _____</p> <p>Vacation/travel _____</p> <p>Other _____</p> <p><b>Debt</b></p> <p>Credit card \$ _____</p> <p>Credit card _____</p> <p>Loan _____</p> <p>Other _____</p> <p><b>Miscellaneous Expenses</b></p> <p>Education: Books/supplies \$ _____</p> <p style="padding-left: 20px;">Student fees, etc. _____</p> <p style="padding-left: 20px;">School lunches _____</p> <p>Bus pass/parking _____</p> <p>Child care _____</p> <p>Alimony/child support _____</p> <p>Gifts _____</p> <p>Membership/dues _____</p> <p><b>Total Monthly Expenses \$</b> _____</p>
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**MONTHLY HOUSEHOLD INCOME**

<p>Salary \$ _____</p> <p><b>Salary</b> _____</p> <p><b>Income from:</b></p> <p>Scholarship award _____</p> <p>Tribal Per Capita _____</p> <p>Tribal dividend _____</p> <p>(October dividend divided by 12 months)</p> <p>Self-employment _____</p> <p>Part-time employment _____</p> <p>Alimony/child support _____</p> <p>Tax refund _____</p> <p><b>Other Income</b> _____</p> <p><b>Total Monthly Income \$</b> _____</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">Available Monthly funds (savings)</td> </tr> <tr> <td style="width:70%;"><b>Total Monthly Income</b></td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td><b>Total Monthly Expenses-</b></td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td style="text-align: center;"><b>Available Funds =</b></td> <td style="text-align: right;">\$ _____</td> </tr> </table> <p>Notes:</p>	Available Monthly funds (savings)		<b>Total Monthly Income</b>	\$ _____	<b>Total Monthly Expenses-</b>	\$ _____	<b>Available Funds =</b>	\$ _____
Available Monthly funds (savings)									
<b>Total Monthly Income</b>	\$ _____								
<b>Total Monthly Expenses-</b>	\$ _____								
<b>Available Funds =</b>	\$ _____								