

Oneida Nation Student Relief Fund Guidelines

Eligibility Requirements

- Oneida Enrolled members, 18 years of age or older as of August 1, 2021
- Applicants Currently suspended from the Oneida Higher Education Scholarship
- Applicants that have maxed their terms of funding with the Oneida Higher Education Scholarship
- Applicants seeking degrees equal to or lesser than their current degree
- Applicants seeking certifications, professional advancement classes, seminars or training
- Educational institution must be accredited through an accredited body recognized by the US Department of Education or Professional Organization
- Applicants seeking reimbursement for qualifying education from August 1, 2021 to December 21,2021

Qualifying Expenditures

- Tuition Assistance
- Required Book Assistance
- Required program specific tools/supplies
- \$1200 per month stipend may be added for educational opportunities lasting longer than one month
- Educational opportunities lasting a month or less will be eligible for books and tuition only and will be limited to two (2) per academic year (August – July)
- Applicants seeking reimbursement for qualifying education from August 1, 2021 to December 21,2021 will be eligible for required books and tuition only

Application Requirements

- Acceptance letter or Enrollment Agreement
- Student Relief Fund Application submitted each Academic Year
- Student Relief Fund Acknowledgement and Agreement form submitted each Academic Year
- Academic Plan submitted each semester, term, quarter, or seminar/workshop/training
- Official Transcripts for continuing students
- Applicants seeking reimbursement for qualifying education from August 1, 2021 to December 21,2021 are required to submit the above, as well as, a school/training center billing statement and Receipt of payment

Funding Process

- Applicant will submit all required application requirements via:
 - Email to highered@oneidanation.org
 - Fax to 920-869-4039

- Mail to Oneida Higher Education
PO Box 365, Oneida WI 54155
 - Drop off (currently drop box only):
Ridgeview Plaza
3759 West Mason Street
Suite 3
Oneida, WI 54155
- Oneida Higher Education will verify applicant Tribal Enrollment via the Oneida Nation Enrollment Office
 - Upon receipt of application, Oneida Higher Education will notify applicants of missing information
 - Oneida Higher Education will send a Financial Needs Analysis Form (budget form) to school/training center for tuition and books costs
 - Oneida Higher Education will send an award letter to both applicant and school/training center
 - Eligible applicants will receive payment based on the Student Relief Fund program formula, not to exceed the yearly max funding amounts of \$20,000 for training and vocational level, \$20,000 for bachelor's degree level, \$25,000 for master's degree level and \$30,000 for Doctoral level. (Yearly limits take into account any Oneida Higher Education Scholarship awards).
 - Tuition assistance will be issued via paper check and will be mailed to the address provided by the school/training center on the Financial Needs Analysis form
 - Payments other than tuition will be mailed to the address provided by the applicant on their application

Applicant/Recipient Responsibilities

- A complete file is required before a term/semester/program/course/training ends in order to get funding for that term/semester/program/course
- Applicants applying for reimbursement for eligible education from August 1, 2021 to December 31, 2021 must have a complete file by May 31, 2022.
- **A Complete file is 100% the applicant's responsibility**
- Checks not cashed within the timeframe indicated on the check shall become void and not reissued
- Recipients must show proof of successful completion after each funded term/semester/program/course/training
 - For programs that offer grades, official transcripts will be required showing credits earned to be eligible for future funding (see "Important Considerations" for transcript details)
 - For programs not offering grades, a certificate of completion or attendance will be required to be eligible for future funding
 - Recipients not passing at least half of the funded credits for the designated time period will be suspended and no longer eligible to apply for the Oneida Nation Student Relief Fund Program
 - Recipients failing on a pass/fail system will be suspended and no longer eligible to apply for the Oneida Nation Student Relief Fund Program

- Recipients that do not attend or complete training will be suspended and no longer eligible to apply for the Oneida Nation Student Relief Fund Program.
- Recipients that are suspended from the Oneida Nation Student Relief Fund Program can appeal based on extenuating circumstances
 - Appeals will follow the appeals process of the Oneida Nation Higher Education Scholarship
 - Appeal approval is not guaranteed

Important Considerations

- **Applicants funded in a current Academic Year by the Oneida Higher Education Scholarship and continue to meet the requirements of the Scholarship will be required to continue using the Oneida Higher Education Scholarship**
- **Applicants are eligible for one component at a time.**
- **Official Transcripts must be sent directly to Oneida Higher Education from school's Registrar's office via regular mail, third party transcripts service if school utilizes or office that awards certificates of training completion from all other training sources**
- **Eligible applicants that are current Oneida Nation Employees are not exempt from following their department training policies. It is the applicant's responsibility to adhere to their internal procedures**
- **Applicants receiving financial aid from their institutions are strongly encouraged to contact their financial aid office to see if and how the Student Relief Fund award will affect things**
- **Assistance under this program is subject to change according to guidance provided to the Nation regarding the use of the Student Relief Fund**