



2006-2007 Academic Year Fellowship Application

4520 Montgomery Blvd. NE Ste 1B • Albuquerque, NM 87109
(505) 881-4584 • Fax: (505) 884-0427 • e-mail: aigc@aigcs.org

ELIGIBILITY REQUIREMENTS

The American Indian Graduate Center, Inc. announces the availability of graduate fellowships for 2006-2007 Academic Year for American Indian and Alaska Native students from federally recognized U.S. tribes. AIGC was founded in 1969 to help open doors to graduate education and to help tribes obtain the educated professionals they need to become more self-sufficient and exercise their rights to self-determination. To be considered for an AIGC fellowship the applicant must be:

- Pursuing a master's or doctoral degree as a full-time student at an accredited graduate school in the U.S. **and**;
- Able to demonstrate financial need **and**;
- An enrolled member of a federally recognized American Indian tribe or Alaska Native group, or possess one fourth degree federally recognized Indian blood.

APPLICATION PROCESS

Enclosed are application materials for the 2006-07 Academic Year (AY). You must complete all sections with teal-colored lettering and submit appropriate documents as requested. **This packet includes:**

- I. Application/Essay Request
- II. Financial Needs Form (FNF)
- III. Tribal Eligibility Certificate (TEC)
- IV. Three Acknowledgement Postcards (for Application, FNF, and TEC)
- V. Loan for Service Information Postcard.

Part I: AIGC APPLICATION, \$15.00 APPLICATION FEE AND ESSAY

DUE DATE: June 1, 2006

1. Complete all teal-colored sections of the application.
2. Provide a typed, 250-word essay addressing the subject "**Describe the meaning of your graduate education to the Indian Community.**" (Details on application form.)
3. **First time applicants only: A \$15 one-time application fee (Check or Money Order)** is due with your application. If you paid the \$15 fee in a prior year and were **not awarded you do not have to pay the fee again.** Continuing students requesting funding for a second degree are considered **new** applicants for process purposes, but are **not** required to submit another application fee.
4. **The completed application form, \$15 application fee (if applicable), essay and three self addressed, stamped postcards (Part IV) must be received by AIGC by June 1, 2006 for the 2006-07 academic year.**

Part II: FINANCIAL NEED FORM (FNF)

DUE DATE: July 7, 2006

AIGC must receive a FNF for 2006-07 academic year directly from your educational institution's Financial Aid Office **by July 7, 2006.** You must apply to the financial aid office of the university you will be attending for federal financial aid (FASFA) and campus-based aid before June 1, 2006.

Part III: TRIBAL ELIGIBILITY CERTIFICATE (TEC)

DUE DATE: July 7, 2006

AIGC must receive your completed TEC directly from the Tribal Enrollment Office or Bureau of Indian Affairs no later than July 7, 2006 for the 2006-07 academic year. **A Tribal Eligibility Certificate or other tribal document, completed or forwarded by the applicant, will not be accepted. AIGC will accept Tribal Eligibility Certificates faxed from the tribal office to meet the deadline, but the original must be forwarded to AIGC. AIGC reserves the right to validate all enrollment.**

PART IV: POSTCARDS

Print your name and current address and affix postage to each postcard. AIGC will mail each postcard back to you to confirm receipt of your Application, TEC & FNF and to confirm that all forms are complete. **The Loan for Service postcard is only required if you want to be considered for the Loan for Service.**

NOTIFICATION OF AWARDS/DENIALS

Fellowships are awarded annually in August for the upcoming academic year. All applicants are notified by mail of award or denial. No information will be given over the phone - **NO EXCEPTIONS**. If awarded, you will receive instructions and a list of documents required to complete the award process.

AUTOMATIC DENIAL

Failure to comply with all parts of the process as described above and all deadlines required for applicant eligibility will result in automatic denial of your application.

ADDITIONAL INFORMATION

1. Institutional Accrediting Bodies: Students funded by AIGC **must** attend a university accredited by one of the national or regional accrediting associations listed below in order to be eligible for funding:

- *Middle States Association of Colleges and Schools, **MSA***
- *New England Association of Schools and Colleges, Inc.-Commission on Institutions of Higher Education, **NEASC-CIHE***
- *New England Association of Schools and Colleges, Inc.-Commission on Technical and Career Institutions, **NEASC-CTCI***
- *Higher Learning Commission of Colleges and Schools, **HLC (formerly North Central Association, NCA)***
- *The Northwest Association of Schools and Colleges, **NASC***
- *Southern Association of Colleges and Schools/Commission on Colleges, **SACS-CC***
- *Western Association of Schools and Colleges/Accrediting Commission for Senior Colleges and Universities, **WASC-Sr.***
- *American Medical Association, **AMA** (all medical students funded by the AIGC)*
- *American Bar Association, **ABA** (all law students funded by AIGC)*

2. Periods of Eligibility: The following are the number of terms AIGC is allowed to fund a graduate student:

- **Master's Degree:** *Two Academic Years (four semesters or six quarters), **MFA:** Three Academic Years (six semesters or nine quarters).*
- **Doctoral Degree:** *Four Academic Years (eight semesters or twelve quarters).*
- **Medicine, Osteopathic Medicine, Dentistry, Chiropractic and Veterinary Degrees:** *Four Academic Years (twelve semesters or sixteen quarters including mandatory summer semesters).*
- **Law Degree:** *Three Academic Years (six semesters or nine quarters).*

Pharmacy and Physician Assistants must complete a minimum of 125 undergraduate semester hours of earned credit to be eligible for a graduate fellowship.

3. Students Seeking Second Masters or Second Doctoral Degree are not eligible for funding by AIGC due to limited funds available for American Indian and Alaska Natives pursuing their first masters or first doctorate. (Includes any other professional degrees.)

4. Continuing Students will be contacted by AIGC to complete a separate application process.

5. Deadlines: We **recommend** that you contact AIGC prior to the deadlines to confirm that all application documents have been received. We suggest that you mail application materials *Certified/Return Receipt* or by *Overnight Delivery*. Omission of any of the required documents will render the application incomplete. Due to funding constraints, we are not able to pay postage due on any deliveries. Please ensure that all application materials are sent with sufficient postage.

6. Change of mailing address or other information: It is your sole responsibility to notify AIGC of any change of address and phone number. Failure to do so may result in denial or cancellation of award.

7. Application Fees: An insufficient funds check will render an application ineligible.

Questions concerning the application? Call 505-881-4584 or email aigc@aigcs.org.

Application is on-line at www.aigcs.org.



Mail Applications to:
4520 Montgomery Blvd. NE Suite 1-B
Albuquerque, New Mexico 87109
Telephone: (505) 881-4584
www.aigcs.org

APPLICATION FORM

INSTRUCTIONS: Applications must be legible. Please read all application materials thoroughly before completing this application. Do not forget to include your application fee of \$15.00 (Check or Money Order ONLY) if you are a first time applicant. Applications that are incomplete or unsigned will be returned to you.

THIS APPLICATION FORM IS ONLY VALID FOR THE 2006-07 ACADEMIC YEAR!

A. ACADEMIC PERIOD FOR WHICH YOU ARE APPLYING:

CHECK ONLY ONE:

- 2006-07 Academic Year (Full Nine-Month Academic Year)
2006-07 Partial Year, Specify: Semester: Fall Spring OR Quarter: Fall Winter Spring

Have you ever been funded by AIGC? Yes No If yes, when?
Have you ever applied to AIGC? Yes No If yes, when?

B. PERSONAL INFORMATION

SSN: Last Name: First Name: MI:

Former Name(s): Date of Birth: Gender: Male or Female

Current Mailing Address: PO Box/Address City/State/Zip

Permanent Mailing Address: (Please Check if parent's address)

Home Phone: Work Phone: E-mail: PO Box/Street Address City/State/Zip

C. EDUCATION HISTORY

1. High School (check one)

- Public Mission
BIA Private
Tribal Contract

2. Bachelor's Degree: Cumulative GPA:

University:
Field of Study:
Degree Received:
Graduation Date:

3. PREVIOUS GRADUATE STUDY

List here all graduate schools attended in the past. DO NOT include information on the graduate program for which you are applying for assistance. (Please list additional schools on a separate sheet of paper.)

Graduation Date: Degree Received:
University: Major Field of Study:

Deadline: June 1st, 2006

D. PRESENT GRADUATE DEGREE PROGRAM

This section is to include only information on the graduate or professional degree you are presently pursuing (or are about to begin) this 2006-07 AY.

University:(Include City & State): _____

Types of Degree you will earn (Circle One): M.A./M.S./J.D./M.D./Ed.D./Ed.S./Ph.D. or other: _____

Major Field of Study: _____ Expected Graduation Date: _____

E. ESSAY

Please submit a 250-word essay. This essay must be typed and double-spaced. The topic for the essay is: "Describe the meaning of your graduate education to the Indian Community", using the following terms as guidelines:

- Extra Curricular activities as they relate to involvement in American Indian Programs at your Institution.
- Volunteer/Community Work as it relates to American Indian Communities.
- Potential for Future Interaction and Support to the Indian Community.
- Tribal/Community Involvement.
- Potential to give strong representation of the American Indian Community to non-Native constituents.

F. PHOTO REQUEST

Please submit a portrait photo of a good quality for use in newsletters and other AIGC publications (preferably one with traditional attire or within your school work environment). *This request is optional and does not affect your eligibility to receive an AIGC Fellowship.*

CERTIFICATION

Information requested by the American Indian Graduate Center (AIGC) on the Application Form, the Financial Need Form, and the Tribal Eligibility Certificate is provided by the student applicant, pursuant to Public Law 93-579 (Privacy Act of 1974). Although submitting personal information is voluntary, failure to supply the requested information may preclude an applicant from being eligible for assistance under this program. This information is required to determine your eligibility for an AIGC scholarship from BIA contract (or private) scholarship funds, as well as your financial need. This information will also be used for reports and auditing purposes.

"I hereby certify that the above information on this form is true and complete to the best of my knowledge. I consent to the release of this information to other agencies and persons, as necessary, to determine my eligibility, budget and financial need. I understand that any grant awarded will be disbursed through a university and cannot be sent directly to me."

"I also understand that I will be included in AIGC's database and that my name, address, and phone number may be given out for other possible scholarship sources, job prospects and opportunities."

"My signature constitutes permission for AIGC and affiliates to access my academic records."

IMPORTANT DEADLINES

2006-07 AY

Application (must have signature) and essay must be in our office by.....June 1, 2006
(no pre-dated applications will be accepted)

Financial Needs Form (FNF) must be in our office by.....July 7, 2006

Tribal Eligibility Certificate (TEC) must be in our office by.....July 7, 2006

Meeting Deadlines: I understand **it is my sole responsibility to call AIGC's office to confirm that all documents have been received by the deadline dates.** Please do not wait until the deadline date to follow up on document submissions. **AIGC will NOT ACCEPT 2006-07 AY applications that are faxed (original signature is required on this form.)** I also understand that I must notify AIGC of my change of address at any given time; not doing so may jeopardize my eligibility for funding. By signing this application, I affirm that I have read and understand all requirements and will abide by all AIGC policies.

APPLICANT'S SIGNATURE: _____ **DATE:** _____



Mail FNF to:
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 Fax: (505) 884-0427
 www.aigcs.org

FINANCIAL NEED FORM (FNF)

Part 1. To be completed by student and forward to the university Financial Aid Office.

SSN: _____ Name (Last, First, MI): _____

Address: _____ City: _____ State: _____ Zip: _____ Phone: (____) _____

"I understand that I must apply for Federal financial aid and campus-based aid and agree to do so no later that June 1, 2006, for the 2006-07 AY. I also understand I am responsible for contacting AIGC's office prior to the July 7th, 2006 deadline to confirm that this form has been received. If I **DO NOT** comply with the AIGC Fellowship criteria I understand my application will be **denied**".
Release of Information: I authorize the institution represented below to provide any/all information requested to AIGC in order to evaluate my student financial need (including revisions) throughout the academic period covered in this application.

Applicant's Signature: _____ Date: _____

<input type="checkbox"/> 2006-07 Academic Year (Sept-May/ 9 month period ONLY)	OR	<input type="checkbox"/> Partial Year: (Specify Below) <input type="checkbox"/> Fall Sem/Qtr. Only <input type="checkbox"/> Winter Qtr. Only <input type="checkbox"/> Spring Sem/Qtr. Only
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PART 2. FINANCIAL AID OFFICE: Complete Part 2 for the period checked above. Please send this form to AIGC as soon as possible. The final deadline for this form to be in AIGC's office is July 7th, 2006 for the 2006-07 academic year, with NO EXCEPTIONS. Faxed FNF's will be accepted. Please estimate cost & resources if student's file is not complete by AIGC's final due date. We cannot consider the student's application to AIGC until we receive this completed form. See reverse side for further instructions.

A. BUDGET PERIOD: _____ 20____ to _____ 20____ which will begin _____ 20____
 (Month/Day) (Year) (Month/Day) (Year) (Month/Day) (Year)

B. ACADEMIC TERM OF STUDENTS PROGRAM: Please check one: Semester Quarter

C. COSTS (PLEASE ITEMIZE):

Tuition \$ _____
 Fees _____
 Book & Supplies _____
 Housing/Utilities _____
 Food _____
 Travel _____
 Child Care _____
 Personal _____
 Other _____

CAMPUS-BASED AID & OTHER RESOURCES:

Perkins \$ _____	Veteran's Benefits \$ _____
Stafford _____	AFDC/Welfare _____
Work Study _____	Social Security _____
Scholarship _____	State Grant _____
School Grant _____	Indian Health Svc. _____
Tuition Waiver _____	Dept. of Education _____
Tribal Assistance _____	Assistantship _____
Parental Contr. _____	Other Loans _____
Student Contr. _____	Other Grants _____

D. TOTAL COST: \$ _____

TOTAL RESOURCES: \$ _____
UNMET NEED: \$ _____

E. THE FOLLOWING QUESTION MUST BE ANSWERD:

Has student applied for federal financial aid (FASFA) and campus-based aid? YES NO
 Comments: _____

F. UNIVERSITY: _____ **FAO Print Name:** _____

Address: _____ **Signature:** _____

City: _____ **Title:** _____

FA Office Phone: (____) _____ **Date Signed FNF:** _____

Fax: (____) _____ **Email:** _____

DEADLINE: July 7th, 2006

INFORMATION & INSTRUCTIONS

I. The AIGC Fellowship Program

The American Indian Graduate Center (AIGC) is a national, non-profit organization that awards fellowship grants to qualified American Indian and Alaskan Native students attending nationally accredited graduate and professional schools on a **full-time basis**.

AIGC funds are from federal and private sources. Our contract with the Bureau of Indian Affairs requires AIGC to obtain directly from each student's financial aid office the following: student's budget (cost and resources), unmet need, and confirmation of the student's application for federal financial aid (FASFA) and college campus-based aid by June 1, 2006.

AIGC is a supplemental aid program; **therefore students are required to apply for federal financial aid and campus-based aid**, including Stafford loans. Whether a student accepts or declines any loan is up to the student. The AIGC fellowship award is based upon the information we receive from the college financial aid office. The amount of the award is final.

Students may copy this form if *Financial Need Forms* are needed for additional institutions.

II. Special AIGC Rules Regarding Financial Aid

In calculating a student's unmet need, AIGC uses the following formula:

COSTS less RESOURCES (EXCLUDING ALL LOANS)= UNMET NEED

LOANS: If the student accepts disbursement of loans, the loan amount must be counted as part of the student's resources, but the AIGC award will not be reduced as long as total resources (including any AIGC award) do not exceed costs.

CWS: If College Work Study (CWS) is awarded, it will be counted unless the student's advisor or department recommends that the student not accept CWS because of their academic load. If CWS is considered income for the next academic year, it will not be counted as a current resource. AIGC requires a letter from the advisor or department that verifies such a recommendation.

III. Completing Part 2 (on reverse A through H) By Financial Aid Officer

- Section A: Students may apply to AIGC for any of the following academic periods, but AIGC must receive **separate** AIGC Financial Need Forms for each academic period: (1) Nine-month academic year (Sept.-May) and (2) Part of the Academic year (1 or 2 quarters only or 1 semester only). Please fill out **all** blanks.
- Section B: Please indicate the student's academic term, since AIGC award checks are disbursed to your office according to these terms.
- Section C: Fill in amounts for "Costs" and "Resources" for the student.
- Section D: Verify the student's unmet need through your office.
- Section E: Questions **must be answered for the student to be eligible for an AIGC award**. If student **does not** apply for the 2006-07 federal financial aid (FAFSA) and campus-based aid **he/she will be denied**.
- Section F: Please complete the entire portion of University and Financial Aid Officer's information. Your signature is required on this form before processing. AIGC award checks will be disbursed directly to Financial Aid Offices after verification of student's eligibility.

IMPORTANT DEADLINES

DEADLINES: THIS FORM MUST BE IN AIGC'S OFFICE BY JULY 7TH, 2006 FOR THE 2006-07 ACADEMIC YEAR. Even if this student's financial aid package is not complete by these dates, please estimate as much information as possible. AIGC will be making its final awards for the 2006-07 AY in mid-July. **This form or any revisions to this form must be in AIGC's office on or before the deadline date for the student to be eligible for a fellowship. This form can be faxed to AIGC to meet the final deadline date.**

If a student is over-awarded (receiving more funds than student's total costs), the full AIGC award must be refunded, since the AIGC award is supplemental aid. **Please call AIGC at (505) 881-4584 if you have any questions.**

