



Bay Mills Indian Community

Higher Education Incentive Program

Policy Guidelines



Program Summary

The Bay Mills Indian Community Higher Education Incentive Program is designed to provide financial awards of achievement to tribal members in pursuit of degrees of higher learning. The incentive program is available to Bay Mills tribal members attending accredited post-secondary institutions providing undergraduate and graduate degrees of study, as well as those institutions providing trade and technical school degrees/certifications.

Eligibility Requirements

- **Citizenship:** Must be a BMIC Tribal citizen
- **Residency:** NO residency requirement
- **Proof of Enrollment in Higher Education:** Acceptance letter and transcripts

Applicants must attend accredited educational institutions found on the U.S. Department of Education's Database of Accredited Post-Secondary Institutions and Programs. <https://www.ed.gov/accreditation>.

Applicants enrolling in institutions/vocational programs that lead to state licensures, which are not found on the U.S. Department of Education's Database of Accredited Post-Secondary Institutions and Programs are subject to approval by the Higher Education Department and the Executive Council.

Applicants must maintain at least a "C" average, which equates to a grade point average of 2.0, or the attended school's definition of satisfactory progress for each registered class.

Apply for Michigan Indian Tuition Waiver if attending a public college or university in Michigan.

Basic Program Guidelines

The guiding philosophy of the incentive program is to encourage Bay Mills tribal members to successfully complete higher educational programs of their choice. The following program guidelines are in effect; however the Higher Education Department and/or the Executive Council may modify these guidelines to continue to best meet the needs of the community.

The incentive program will provide awards for students attending various two (2) and four (4) year institutions, as well as trade and technical programs.

When attending two (2) year associate degree level institutions students will be provided with 66 credit hours of incentive awards to complete one (1) associates degree or the completion for one (1) vocational/trade institutions.

When attending four (4) year colleges/universities, students will be provided with 140 credit hours of incentive awards to complete one (1) Bachelor of Arts or Bachelor of Science degree in the student's choice of study.

When attending graduate school students can complete one (1) Master of Arts or Master of Science degree. If students choose to pursue their education further, the incentive program will cover one (1) Doctorate degree.

Students are limited to receive funding toward:

- One (1) Associate degree or vocational/trade institution
- One (1) Bachelor degree
- One (1) Master degree
- One (1) Doctorate degree

Associate degree or vocational/trade will receive \$50 per credit/hour (Up to 15 credits per semester)

Bachelor's degree will receive \$100 per credit/hour (Up to 15 credits per semester)

Grad or Post Grad degree will receive \$200 per credit/hour (Up to 15 credits per semester)

Before signing up for the incentive program students must be enrolled and accepted at a college, university, trade, or technical school of their choice and provide evidence of acceptance, along with an official schedule of enrolled courses for the current semester/term.

All coursework must be completed with a minimum grade point average of 2.0 ("C" average) for each registered class, or meets the attended institution's definition of satisfactory progress.

The incentive program will provide incentive awards for a maximum of 15 credit hours per semester, term, or equivalent educational period.

How to Apply

Each new academic year, you must complete and return the following documents to the higher education office no later than 60 days after the start of the first day of classes:

- Incentive program application
- Policy Guidelines (read over and sign)
- Copy of letter of acceptance from an eligible institution/or up to date transcripts to show current enrollment
- Copy of an official class schedule and grade report with credit hours (must include your name and school name)
- Copy of degree plan/course plan
- Financial need form with the bottom portion filled out by your institution's financial aid office or equivalent office
- Copy of your Student Aid Report under FAFSA

Award Schedule

Incentives shall be allocated in two (2) award payments. The first payment will equal one third (1/3) of the full semester/term incentive award amount, with the calculation being made from the credits/clock hours shown on the official course schedule provided by the student/applicant. Students will receive the final payment, equaling the remaining two thirds (2/3) of the total semester award, upon receipt of a grade report for the semester/term and reconciliation of the initial schedule received and the submitted grade report to insure that program guidelines have been successfully completed.

For applicants enrolled in educational institutions that operate by clock hours attended, one 15 credit semester/term is equivalent to 450 clock hours. Thus, 30 clock hours are equal to one semester credit hour, which in turn equals and award amount of \$50. An award installment equal to one third (1/3) of the full incentive award amount, calculated by the number of credits/clock hours attempted, will be provided at the beginning of the semester/term/course. The final award, an amount equaling the remaining two thirds (2/3) of the full

incentive award amount, will be provide upon receipt of a grade report for the semester/term/clock hours completed and reconciliation of the initial schedule and submitted grade report to insure that all program guidelines have been successfully completed.

Students participating in the incentive program that do not achieve a grade point average of 2.0 or better for each credit hour attempted, or meet the equivalent mark of satisfactory progress established by the institution attended, will have the appropriate amount deducted from the final award installment. Any deductions that may be necessary will be identified by the initial schedule and final grade report reconciliation process. In addition, the student further authorizes deductions to repay the excess award received via automatic deductions from any and all funds, present or future, due from arising from payroll or other sources provided by BMIC.

The incentive program will not provide awards for repeating classes for which incentive awards were already received.

Students/applicants are responsible for providing grade reports within two weeks of receiving their grades. Incentives will not be processed if grades are turned in late. Failure to provide the necessary documentation to meet program guidelines will result in incentive awards being withheld and program participation benefit suspension until the proper documents are provided.

Award Repayment

Students required to reimburse the incentive program have two weeks from the date to make payment arrangements on any funds owed.

Students will authorize automatic payroll deductions and/or the reduction of any other funds provided by Bay Mills Indian Community that are due to the student. If timely arrangements are not made or maintained, Bay Mills Indian Community will utilize all methods available to collect this debt, including the initiation of legal proceedings, which will be filed in a court of competent jurisdiction, determined by whether or not the student's permanent address is within the exterior boundaries of the Bay Mills Indian Community.

Students who owe the incentive program will not be eligible to receive future incentive awards until all outstanding debts have been repaid.

Any student failing to meet program criteria will receive a notice detailing the deficiencies and the necessary actions needed for the student to regain program eligibility. Until such time that all outstanding obligations are met, program participation benefits shall be suspended.

Award Distribution

Incentive payments will be mailed to the address provided on the application. Please allow 2-3 weeks for processing. Students are responsible for providing correct mailing information and insuring that any information changes that may affect the student's current application are updated with the Higher Education Department.

Student Transfers

Students transferring between institutions will continue to be afforded incentives and the Higher Education Department will take into account that a credit for credit transfer may not always be afforded. Under such circumstances a student switching institutions may not receive full credit for credit transfer for the entire 66 credits achieved at the two year institution. If for example, 60 of the 66 credits transfer, the student will receive incentive awards for the additional 80 credit hours need to complete the 140 credit hours in obtaining a Bachelor's degree.

Students are responsible for providing the necessary credit transfer audit materials so that issues with credit for credit transfers can be taken into account. If credit transfer information is not provided upon the changing of

institutions, incentives will be calculated as if all credits have successfully transferred and will continue to provide incentives up to the allotted 140 credit hours.

Reminders

All outstanding balances at attended institutions are the sole responsibility of the student.

Certifications and Authorizations:

By signing below, you make the following representations, authorizations, and certifications

I certify that:

- I am have read, understand, and accept the terms of the Higher Education Incentive program policy guidelines.
- I am eligible to receive the incentive award under the laws, policy, and rules issued by the Bay Mills Indian Community ("BMIC").
- **Fraud Statement:** attests to the accuracy of the information in the policy guidelines, and acknowledges that the any funds received through misrepresentation or fraud will be subject to recovery from the applicant, and that criminal penalties may also be sought.

Signature

Date