



COLORADO RIVER INDIAN TRIBES

Career Development Office

26600 MOHAVE ROAD

PARKER, ARIZONA 85344

(928) 669-5548 • Fax (928) 669-5570

CDO HIGHER EDUCATION PROGRAM

Congratulations on your decision to continue your education! The Colorado River Indian Tribes (C.R.I.T.) funds eligible tribal member students through Tribal and Bureau of Indian Affairs (BIA) funds, who are pursuing a college degree such as an Associate's (Arts or Science), Bachelor's, Master's, or a Doctorate at an accredited college or university.

The purpose of the Career Development Office (CDO) is to serve eligible C.R.I.T. Tribal members and provide them the opportunity to achieve their educational goals. This opportunity, if provided, is a privilege with the intent that the recipient, upon graduation, will return and apply their learning to benefit the continuing development of C.R.I.T.

The Higher Education Program funds students financially through BIA Grants and Tribal Scholarships. BIA Grants are geared towards undergraduate students who demonstrate financial need based on an analysis of family/student resources and scholastic ability. Tribal Scholarships are geared towards undergraduate, graduate, and postgraduate fellowship students who demonstrate superior academic ability and educational talent. All financial assistance is based upon completed Financial Aid Needs Analysis (FANA) forms submitted by the Financial Aid Office (FAO) of the student's accepted college/university/school of choice.

DEADLINE DATES:

FALL SEMESTER JUNE 30TH BY 5:00 PM MST

SPRING SEMESTER OCTOBER 30TH BY 5:00 PM MST

If a deadline falls on a Saturday, the deadline will be the Friday **BEFORE** the actual deadline date.

If a deadline falls on a Sunday, the deadline will be on Monday, the **NEXT business day.**

START DATES MUST BE APPROXIMATELY 60 DAYS AFTER SPECIFIED DEADLINE DATE.

SHOULD YOU BEGIN YOUR PROGRAM WITHOUT FINAL APPROVAL FROM TRIBAL COUNCIL, YOU WILL BE HELD RESPONSIBLE FOR ANY CHARGES INCURRED.

GENERAL ELIGIBILITY:

1. Be an enrolled member of the Colorado River Indian Tribes
2. Be a high school graduate with a 2.25 cumulative grade point average (GPA) or earned a GED certificate with a 45% composite score; Applicants who have taken college courses **are required** to submit an Official Transcript with a cumulative GPA of 2.50 from last institution attended; Graduate/Postgraduate students must have earned a Bachelor's degree and have a cumulative GPA of 3.0 on a 4.0 scale; *Submit all official transcripts from any/all institutes of attendance if any credits are not all transferred to one institution.*
3. Be admitted and enrolled at an accredited college/university

4. Apply for all available funding sources (Pell Grant, SSIG, etc.)
5. Be pursuing a professional degree (Associate's, Bachelor's, etc.)

APPLICANT INSTRUCTIONS:

"# on checkoff list" refers to the Higher Education Application Checkoff List, a separate document in application packet.

- A. Complete, sign & date, and submit application in its entirety, submitting accompanying documentation as specified on the checkoff list. This must be done every academic year. Applications/documents do not "roll over."**
- B. Applicant is required to complete intakes for academic and finance evaluations;** All applicants will schedule intake appointments; All intake evaluations are scheduled via Zoom video call, phone call, or in person. **Call/email for appointment.**

Academic Intake Date & Time:

Financial Intake Date & Time:

- C.** Request High School Transcript or GED scores for CDO; A transcript bearing a raised seal and/or printed on tamper-proof security paper from the institution will be verified as official; **PHOTOCOPIES WILL NOT BE ACCEPTED.** Mail Official Transcripts to CRIT CDO 26600 Mohave Road Parker, AZ 85344. Certified electronic Official Transcripts are also acceptable at careerdevelopment@crit-nsn.gov should your institution have that option. #9 on checkoff list
- D.** First year students and/or transfer students must submit an Acceptance Letter from Institution. Continuing students must submit Enrollment Verification in lieu of an Acceptance Letter, obtainable with either the registrar's office, and/or your academic advisor; **Class schedule or billing letter will not suffice.** Enrollment verification confirms your active enrollment/acceptance status in your school's system. Enrollment verification is not enrolling/registering for classes. #10 on checkoff list
- E.** First year students must submit a degree outline, which is a listing of all the classes needed to take to complete program/degree. Continuing students must submit a degree audit, which tracks progress towards completion of your program/degree. Transfer students are required to have current college perform a transfer audit of all credits that will transfer to your program and submit report to CDO. Outlines/audits are obtainable by contacting your academic advisor or in your student portal. #13 on checkoff list
- F.** Submit class schedule for your semester/term/phase including dates, times, and credit hours. #14 on checkoff list
- G. ***VERY IMPORTANT – ANY QUESTIONS PLEASE ASK*****

Submit a copy of the Student Aid Report (SAR) or Electronic Student Aid Report (ESAR). Fill out a **"Free Application for Federal Student Aid" (FAFSA)**. You can find the application for free federal aid at www.fafsa.ed.gov. After submitting FAFSA, you will receive SAR in approximately 10 days via email. In some instances, your institution's Financial Aid Office (FAO) will require a copy of your (parents) 1040 tax forms for verification. This will be indicated by * (asterisk) behind the EXPECTED FAMILY CONTRIBUTION (EFC) amount located on the top right corner of the SAR. Verifications/Reviews may impact your FANA and your overall application. If selected for verification, you will need to contact your institution's FAO. #11 on checkoff list

****CDO is available to assist in filing your FAFSA; Set appointments with CDO Financial Coordinator. NOTE: All students under the age of 24, who are not married or have children will need to file with your parent(s) or guardian(s) W-2s. ****

- H.** Submit Financial Aid Needs Analysis (FANA) form located in application packet to your institution's Financial Aid Office (FAO). NOTE: Processes can take up to six weeks; It is recommended to submit form early to avoid deadline issues. Applicant is responsible for contacting and communicating to FAO to decline all student loans & have all necessary fees included on form, request *in writing* childcare assistance to CDO. Inquire with your FAO for clarification of additional coverages, lab fees, board exams, certifications, special equipment, etc. #7 on checkoff list
- I.** Submit copy of Certificate of Indian Blood (CIB) or Tribal ID card issued by Enrollment Office or BIA Preference Form; CRIT Enrollment Office can be reached at (928) 669-1240 #12 on checkoff list
- J.** Review C.R.I.T. Education Code, which is accessible on the C.R.I.T. website www.crit-nsn.gov; Direct questions to the C.R.I.T. CDO, C.R.I.T. Education Board, and C.R.I.T. Tribal Council.

No applications will be processed until ALL documents have been received by CDO.

It is the student's responsibility to make inquiry regarding application to verify all documents have been received.

Missing documentation will deem your application incomplete.

Completed applications are forwarded to the Education Board for recommendation of approval/denial. Then forwarded to Tribal Council for their final action of approval/denial. This process takes approximately 4-6 weeks AFTER deadline date.

NOTE: SHOULD YOU BEGIN YOUR PROGRAM WIHTOUT FINAL APPROVAL FROM TRIBAL COUNCIL, YOU WILL BE HELD RESPONSIBLE FOR ANY CHARGES INCURRED.

For more information regarding the Higher Education (HE) Program, please contact CDO.

CDO HIGHER EDUCATION APPLICATION CHECKOFF LIST

***** IT IS THE RESPONSIBILITY OF THE APPLICANT TO ENSURE ALL PAPERWORK HAS BEEN RECEIVED BY THE CRIT CAREER DEVELOPMENT OFFICE BY THE DEADLINE DATE & TIME. *****

PHONE: (928) 669-5548

FAX: (928) 669-5570

EMAIL: careerdevelopment@crit-nsn.gov

APPLICANT: _____

PROGRAM/MAJOR: _____

INSTITUTION: _____

START/END DATE: _____

LAST FOUR OF SSN: _____

DEADLINE: ☐ JUNE 30TH ☐ OCTOBER 30TH

STUDENT STATUS:

☐ FORMER ☐ CONTINUING ☐ NEW

ALL Documents Must Be COMPLETED, SIGNED & DATED

_____ 1&2) CDO HE Application

_____ 3) CDO/Student Agreement

_____ 4) CDO Repayment Policy

_____ 5) CDO FERPA

_____ 6) CDO Authorization of Information

_____ 7) Financial Aid Needs Analysis (FANA)

** Must be submitted by applicant to Financial Aid Office to be filled out by the Financial Aid Office(r) **

_____ 8) School FERPA

** School's form of third-party release of information/ consent to release educational records to CRIT CDO **

_____ 9) Official Transcript(s) (OT)

** Must bear a raised seal or printed on tamper-proof security paper from school/institution and received in sealed envelope directly from school/institution. PHOTOCOPIES AND FAXES WILL NOT BE EXCEPTED. NO EXCEPTIONS. **

_____ 10) Acceptance Letter (AL)/Enrollment Verification (EV)

** AL for new programs/first time students. EV for continuing students in the same program as prior semester(s). EV takes the place of AL for continuing students and confirms active enrollment/acceptance at your school. EV is not enrolling for classes. **

_____ 11) Student Aid Report (SAR)

** You may be selected for verification which is identified by an asterisk (*) on first page of report. If selected, you will need to contact your Financial Aid Office. **

_____ 12) Certificate of Indian Blood (CIB)/Tribal ID

** Submit only once with first application **

_____ 13) Degree Audit/Transfer Audit

** First time students must submit a degree outline (listing of all courses needed for degree). Continuing students must submit degree audits (tracking progress of your degree). Transferring students must submit a transfer audit (report of accepted credits). Contact your academic advisor for outlines and audits **

_____ 14) Class Schedule (CS)

** Listing of classes with credit hours, dates, times **

15) CDO Student Intakes

** CDO will call for appointment **

_____ Financial

_____ Academic

NOTICE: As a courtesy if you are leaving your area where IHS services are provided/utilized, please contact your local IHS Purchased Referred Care (PRC) for coverage options while away at school. Do not return any PRC Medical forms to CDO



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CDO HIGHER EDUCATION PROGRAM APPLICATION

Please fill out the application in its entirety, CDO cannot process any applications with missing information. Then return it - along with the accompanying documentation as specified on the checkoff list.

PERSONAL AND FAMILY INFORMATION

Name:	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	SSN:
DOB:	Veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No	Enrolled CRIT Member? <input type="checkbox"/> Yes <input type="checkbox"/> No
Currently Employed? <input type="checkbox"/> No <input type="checkbox"/> Temporary <input type="checkbox"/> Part-Time <input type="checkbox"/> Full-Time		
Marital Status & Spouse:		No. of Children:
Mother's Name & Tribal Affiliation:		
Father's Name & Tribal Affiliation:		

CONTACT INFORMATION

Phone:	Email:
Permanent Home Address:	
Mailing Address:	

EDUCATION INFORMATION

Have you ever been funded by C.R.I.T. Higher Education Program? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, When?
Last School Attended & Address: <input type="checkbox"/> Boarding <input type="checkbox"/> Public <input type="checkbox"/> GED <input type="checkbox"/> Private <input type="checkbox"/> Other:	
Phone:	Month & Year of Graduation/Certification:
Current Academic Level: <input type="checkbox"/> Freshman (1-32hrs) <input type="checkbox"/> Sophomore (33-64hrs) <input type="checkbox"/> Junior (65-97hrs) <input type="checkbox"/> Senior (98-128hrs) <input type="checkbox"/> Graduate	

FOR HIGHER EDUCATION

School Name & Address:	<input type="checkbox"/> 2 Year <input type="checkbox"/> 4 Year <input type="checkbox"/> Technical <input type="checkbox"/> Other:
Phone:	Contact Representative & Title:
Student ID:	Student Email *REQUIRED:
Program & Major/Minor:	Online Student: <input type="checkbox"/> Yes <input type="checkbox"/> No
Degree Track: <input type="checkbox"/> AA <input type="checkbox"/> AS <input type="checkbox"/> AAS <input type="checkbox"/> BA <input type="checkbox"/> BS <input type="checkbox"/> BFA <input type="checkbox"/> MA <input type="checkbox"/> MS <input type="checkbox"/> PhD	Start Date:

STATEMENT OF CERTIFICATION AND CONSENT TO RELEASE INFORMATION

I hereby certify that the above information is true and correct to the best of my knowledge & consent to the release of this information to necessary agencies to complete my financial aid package. I further understand that falsifying any information on this application will deem me ineligible for funding. I declare that I will use any funds received under the Higher Education Program solely for expenses connected with attendance at college/university. The C.R.I.T. Career Development Office Higher Education Program operates under the general authority of the Family Educational Rights and Privacy Act (FERPA) of 1974. The applicant should understand that the intent of collecting & maintaining this data on individuals is to determine eligibility of the applicant to receive funding as required under Federal & Tribal regulations, and to provide the means for producing certain statistical records required for this office to support the need of Congress to appropriate such funds.

Applicant Signature: _____

Date: _____

AS THE APPLICANT I UNDERSTAND:

- My application will not be processed until all appropriate documentation as specified on the checkoff list are filled out in their entirety and returned to CDO.
Initial _____
- It is my responsibility to make inquiries regarding my application to verify the required documents have been received by CDO.
Initial _____
- Any missing documentation will deem my application incomplete.
Initial _____
- Completed applications are forwarded to the Education Board for Education Board's recommendation of approval/denial. Then forwarded to Tribal Council for their final action of approval/denial. This process takes approximately 4-6 six weeks AFTER the deadline date.
Initial _____
- Start dates must be at least 60 days after deadline, giving sufficient time for deadline processes.
Initial _____
- Starting a program without final approval from Tribal Council deems me responsible for any financial charges incurred (prior to final approval/denial by Tribal Council).
Initial _____
- It is my responsibility to communicate any changes during my funding cycle(s) and to reply to correspondence from CDO, and keep scheduled appointments with CDO.
Initial _____

Applicant Signature: _____

Date: _____



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CDO/STUDENT AGREEMENT

This contract is for the *current* academic school year. The student is making application, by and between the C.R.I.T. Career Development Office hereinafter called CDO, and the student applicant hereinafter called the APPLICANT/RECIPIENT.

ALL APPLICANTS shall adhere to the following deadlines:

Fall, Winter/Spring – June 30th

Winter/Spring term only – October 30th

Applicant/Recipient:

- 1) The RECIPIENT shall abide by and comply with the policies of the Colorado River Indian Tribes Education Code and the eligibility requirements of the CDO. Furthermore, the RECIPIENT and/or APPLICANT shall be responsible for reading and understanding his/her rights and responsibilities regarding financial assistance and/or scholarship including the responsibility to be informed of policies herein. The RECIPIENT is further informed that the Education Code is accessible on the C.R.I.T. website (www.crit-nsn.gov) and agrees to review and understand the Education Code before signing said contract.
- 2) The RECIPIENT shall sign the application for scholarship and financial assistance and comply with the stated terms, conditions, and standards to receive the scholarship and/or financial assistance.
- 3) The RECIPIENT shall release their Official Academic Transcript information indicating the most recent academic term grade, graduation date, academic major, and type of degree being pursued.
- 4) The RECIPIENT shall immediately report any change in academic enrollment status, withdrawal, and transfer status to the CDO. Any other changes (marital status, name change, etc.) must be submitted to C.R.I.T. Accounting and C.R.I.T. Enrollment Departments. The RECIPIENT who misuses CDO funds shall repay the amount of misused funds (CDO Repayment Policy).
- 5) The RECIPIENT shall adhere to attendance guidelines of specified programs and maintain eligibility GPA or be subject to academic action which can impact overall funding/eligibility.
- 6) The RECIPIENT shall notify the CDO of his/her graduation date and certificate/degree to be conferred.

CRIT CDO:

- 1) The CDO shall place an APPLICANT and/or RECIPIENT on probation/suspension as outlined in the Colorado River Indian Tribes Education Code/ CRIT CDO Policy and Procedures.
- 2) The CDO shall disqualify any APPLICANT from receiving financial assistance if they do not meet the requirements as outlined in the Colorado River Indian Tribes Education Code/ CRIT CDO Policy and Procedures.

By signing this agreement, I _____ (print full name) shall accept and abide by the conditions stipulated in the terms above and will be bound by the responsibilities and consequences thereof and give permission to CDO to receive my transcripts and financial information.

Applicant Signature: _____

Date: _____



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CDO REPAYMENT POLICY

TO BE INITIALED BY APPLICANT:

I hereby apply to attend the school indicated on this application and agree to follow all rules, regulations, and attendance requirements of the school, and will, to the best of my ability, satisfactorily complete the courses that I have selected. _____

I further agree that the funds issued to me for educational purposes from the Colorado River Indian Tribes, will be so used or repayment will be made back to the Colorado River Indian Tribes – Career Development Office (refer to the C.R.I.T. website, www.crit-nsn.gov, Education Code section 8-4502, "Repayment of Funds"). _____

I understand that if I am eligible for other funds, such as Supplemental Educational Opportunity Grants (SEOG), Pell Grants, etc., this will be included when computing my financial aid packet, and I agree to use those funds for the purpose intended. I authorize the school to release grades, attendance, and income verification to the Colorado River Indian Tribes (C.R.I.T.) Career Development Office (CDO). I also understand that I am responsible for following all the rules and regulations regarding the grants and scholarship program. _____

LOANS

I also understand that accepting any student loan is discouraged. If I do accept a loan, my tribal scholarship award will be reduced by the amount of my loan and returned to the Tribes. I am aware that if I have accepted a loan, I will be held responsible for full payment. I cannot hold the Colorado River Indian Tribes responsible for any payments. _____

I hereby acknowledge consent and have provided the required information and authorize the use of such information to the extent of the use specified.

Applicant Signature: _____

Date: _____



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CDO FERPA

Consent to Release Student Information

The Family Educational Rights and Privacy Act (FERPA) of 1974 is a federal law designed to protect the privacy of aspects of a student's educational record that are not considered 'directory' information. Educational records are considered confidential and will not be released without written consent from the student, except to the extent that FERPA authorizes disclosure without consent. For this reason, it is necessary for the C.R.I.T. Career Development Office to obtain permission *from* a student in order to release academic information not excluded by FERPA laws.

In accordance with the Family Educational Rights and Privacy Act (FERPA) of 1974, I, _____ (print full name) the undersigned authorize the release of any academic information to the person(s) listed below. This includes, but is not limited to class schedule, name of instructors, grades, and courses I have selected for the upcoming semester. The Colorado River Indian Tribes Career Development Office must still abide by the Family Educational Rights and Privacy Act (FERPA) of 1974 as to all other requests for student information.

This form will expire on the last day of the current academic year. Annual renewal is required to release academic information to the person(s) specified below.

NAME: Colorado River Indian Tribes Career Development Office (CRIT CDO)
26600 Mohave Road
Parker, AZ 85344
P (928) 669-5548 F (928) 669-5570 E CareerDevelopment@crit-nsn.gov

I certify that I have read and understand the Consent for Student Release of Information form.

Student Signature

Student ID Number

Date

RETURN THIS FORM TO THE C.R.I.T. CAREER DEVELOPMENT OFFICE. RETAIN A COPY FOR YOUR RECORDS. THIS FORM IS NOT A SCHOOL FERPA.



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CDO AUTHORIZATION OF INFORMATION RELEASE

NAME OF STUDENT (MAIDEN NAME)

DATE OF BIRTH

SSN

I hereby authorize _____
NAME OF ACADEMIC INSTITUTION

ADDRESS INCLUDING CITY, STATE, & ZIP CODE

to release transcripts and any other information concerning the above-named student to:

COLORADO RIVER INDIAN TRIBES (C.R.I.T.)

CAREER DEVELOPMENT OFFICE (CDO)

26600 MOHAVE ROAD

PARKER, AZ 85344

SIGNATURE OF PARENT/GUARDIAN OR STUDENT *If Over 18 Years of Age*

DATE

STUDENT MAILING ADDRESS

ADDRESS

CITY, STATE, ZIP CODE

ANY FEE(S) FOR TRANSCRIPT(S) IS THE STUDENT'S RESPONSIBILITY



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CDO FINANCIAL AID NEEDS ANALYSIS (FANA)

THIS FORM IS TO BE COMPLETED BY FINANCIAL AID OFFICER

PLEASE RETURN VIA FAX OR EMAIL BY SPECIFIED DEADLINE DATE

FAX: (928) 669-5570

EMAIL: careerdevelopment@crit-nsn.gov

[] FALL, WINTER/SPRING: JUNE 30 BY 5:00 PM MST

[] WINTER/SPRING: OCTOBER 30 BY 5:00 PM MST

Student Name: _____ Student ID/SSN: _____

Student Major/Program: _____ Academic Year: _____

Academic Level: [] Freshman [] Sophomore [] Junior [] Senior [] Graduate

PLEASE DO NOT COMPLETE FORM UNTIL STUDENT'S FINANCIAL AID FILE IS COMPLETE. ALL STUDENTS ARE REQUIRED TO FILE A "FREE APPLICATION FOR FEDERAL STUDENT AID" (FAFSA) EACH ACADEMIC YEAR. **ESTIMATES WILL NOT BE ACCEPTED.**

COMPLETE ENTIRE FORM – DO NOT LEAVE ANY BLANK AREAS

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT OUR OFFICE IMMEDIATELY

SCHOOL EXPENSES:

Tuition (No. of Credit Hrs _____ Credit Hr Cost _____ or
Block Fee Cost _____)

Books/Supplies _____

Room & Board, Meal Plan _____

Transportation _____

Personal _____

Child Care _____

Other fees/Miscellaneous _____

TOTAL EXPENSES _____

FEDERAL AID:

Pell Grant _____

SEOG _____

SSIG _____

ACG (Academic Competitiveness Grant) _____

TOTAL FEDERAL AID _____

RESOURCES:

Parent Contribution _____

Student Contribution _____

Veteran's Benefits _____

Scholarship: _____

Tuition Grant _____

Loans: _____

STUDENT LOANS WILL BE DEDUCTED FROM TRIBAL AWARD AND IS THE STUDENT'S RESPONSIBILITY.

TOTAL RESOURCES _____

[] Student suspended from campus-based aid for failure to maintain satisfactory progress.

[] Student in default or owes on Title V funds.

TOTAL UNMET NEED _____

Indicate dates for recommended award – fill in term dates cycles/semester/quarters AND amounts:

_____ \$
Term & Dates

_____ \$
Term & Dates

_____ \$
Term & Dates

_____ \$
Term & Dates

Financial Aid Officer: _____ Signature: _____ Date: _____

School Name: _____ Address: _____

Phone: _____ Fax: _____ Email: _____