

Old Harbor  
Scholarship  
Foundation, Inc.  
Academic Application  
for Financial Assistance



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## APPLICATION PROCEDURES

### NEW ACADEMIC STUDENTS:

All new academic students must submit a complete application for consideration of a scholarship.

All required documents must be included with packet and postmarked on or before the deadline of June 1<sup>st</sup> of every year and if you are eligible it will be only one scholarship per year.

A completed application package for new applicants consists of:

- Ø **Proof of Eligibility:** All Alaska Natives enrolled under section 5 of the Alaska Native Claims Settlement Act to Old Harbor Native Corporation and direct or legally adopted descendants of those original enrollees are eligible for this scholarship. You must include the OHNC shareholder enrollment number that entitles you to an OHSF scholarship or grant.
- Ø **Application Form:** A completed, signed and dated scholarship application
- Ø **Essay:** (300-600 words) your essay (letter of application) must be worded in a form of *A Statement of Purpose* and should also include: Your personal and family history; your community involvement and volunteer activities; and your educational life goals.
- Ø **Transcripts:** High school or college transcript (whichever is applicable). NOTE: Transcripts must be official before any disbursement of funds.
- Ø **References:** Two current letter of recommendation and one letter of Reference (only from New Students) from persons who know your potential (such as a high school or college instructor, current employer or former employer, village/town leader, clergy, etc.). Letter should address your character, potential to succeed, and may address your educational and professional goals. Please do not include letters from relatives.
- Ø **Proof of Acceptance:** Letter of acceptance is required for new students from institution or program attending.
- Ø **Photo:** Optional
- Ø **A recent Resume:** Please include a resume with employment information and activities/honors.
- Ø **Old Harbor Native Corporation Descendants Database Form:** this form is required for descendants who are not shareholders; once we have received that form you will be registered to the OHNC Database and will not need to submit once in system. You can obtain the form from our website: [oldharbornativecorp.com](http://oldharbornativecorp.com) once at the website go to Shareholder Resources to Inter Vivos Gifting or you can also get it by calling either of our offices or request via email from [bcollinge@oldharbor.org](mailto:bcollinge@oldharbor.org)

## CONTINUING STUDENTS: Academic

Continuing students are those who received a scholarship in the prior year. Students are required to complete the sections of the application that have updates, as well as submitting their updated letter of application, updated resume and transcript postmarked by the deadline. A complete application for continuing students consists of:

**Application Form:** Continuing students should update change of address, school financial aid office, email, year in school, and field of study. Submit the completed, signed, dated scholarship application in order to send your award letter and funding to the correct location. Information that is not updated could result in a delay or forfeit of your award.

**Essay:** (300-600 words) Continuing students should update their essay (letter of application) worded in the form of a *Statement of Purpose* and have updates to your community service activities as well as your educational and life goals.

**Transcript:** Continuing students should submit their most recent transcripts with their applications. **NOTE: Transcripts can be UNOFFICIAL, but you MUST submit OFFICIAL copies before your check will be mailed.**

**Resume:** Please include an updated resume with employment information and activities/honors.

**Photo:** Is optional

**DEADLINE**  
date is **June 1st** of every year  
and it must be  
**POSTMARKED ON OR BEFORE**  
**JUNE 1st!**  
**or**  
**if emailing the application must be received**  
**before**  
**midnight of due date**

## **RECIPIENT RESPONSIBILITIES:**

### **Grade Point Average:**

- Students: must maintain the following grade point averages. Falling below the GPA in your category will result in probation:
- Undergraduate-Academic & Graduate Students: 2.00 GPA for Freshman Status and 2.50 GPA for Sophomore Status or Higher.
- GED: For the purpose of determining Grade Point Averages, a General Education Diploma equals a 2.00 GPA.

### **Probation:**

- If a student's GPA falls below the minimum in the category in which they applied for any funding period, the student will be placed on probation for one semester/quarter and they will receive notice. If the GPA increases the following semester/quarter, but is still below the minimum stated above, the student may continue on probation for an additional term. Funding will be cancelled for any student who fails to maintain the established minimum GPA at the end of two consecutive terms. Probation does not disqualify the student from future scholarships.

### **Transcripts:**

- **At the end of each semester, recipients must send unofficial transcripts or progress reports to the Foundation.** *If failure to comply, you may not be eligible for a scholarship or grant for the following year.*
- Notify the Foundation immediately if you change your mailing address, school or enrollment status.
- IRS- Students are responsible for IRS taxes on any scholarship money used for purposes other than tuition, fees, books and materials. Ask the IRS for a 1099 form.

### **Reapply:**

- *Students must reapply each year for a scholarship for the next school year.*

### **Disbursement of Funds:**

- Scholarships are disbursed early August and January directly to the college attending. The payments will be placed in students account until they release the funds. The remaining balance will be sent out after OHSF received students 1st semester transcripts. Students will receive a written notice of award at address provided. Any funds not used by the recipient will be returned to the Foundation.

### **Student Categories:**

- **New students** are first-time applicants of the Old Harbor Scholarship Foundation.
- **Continuing students** are those who received an OHSF scholarship in the previous year.

## ACADEMIC AWARD

### **UNDERGRADUATE & ACADEMIC SCHOLARSHIP (awards up to \$1000.00 per year)**

- Eligibility- Any qualified applicant who is accepted to or enrolled in an accredited institution and has completed high school or received their GED, who maintains the minimum following GPA of 2.0 for Freshman and a 2.50 for Sophomore Status or higher.

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[www.oldharbornativecorp.com](http://www.oldharbornativecorp.com)

**Academic Scholarship Application Status:**     New     Continuing (please check one)

**PERSONAL DATA & CONTACT DATA**

Your Full Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Permanent Phone \_\_\_\_\_ SSN \_\_\_\_\_ Please check gender     Male

Place of Birth \_\_\_\_\_ Date of Birth \_\_\_\_\_     Female

**Please list your contact address where we can reach you while you are at school**

Address \_\_\_\_\_ Phone during school \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ email \_\_\_\_\_

**Note to ALL applicants: A photo of you is optional**

**WHERE YOU PLAN TO ATTEND SCHOOL**

Name of school you plan to attend \_\_\_\_\_

Address of School Financial Aid Office \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Does the school have semesters or quarters?     semesters     quarters

If not in semesters or quarters, give the number of hours per week you will attend classes and the number of weeks you will attend classes. Hours per week \_\_\_\_\_ for how many weeks \_\_\_\_\_

**Give the months you plan to attend school for this year only:** From: \_\_\_\_\_ Through: \_\_\_\_\_

Check all the terms you plan to attend school next year:

Fall                       Winter                       Spring                       Summer

**PLEASE NOTE, IF YOU HAVE SEMESTERS, THE WINTER SECTION DOES NOT APPLY TO YOU**

**EDUCATIONAL GOALS**

**Area(s) of study:** Major \_\_\_\_\_ Minor \_\_\_\_\_

**Educational Goal** \_\_\_\_\_  2 year Associate of Arts     4 year Bachelor Degree  
 Graduate Degree (Specify) \_\_\_\_\_

**Certificate (Type)** \_\_\_\_\_ **Other (please specify)** \_\_\_\_\_ **Expected graduation date** \_\_\_\_\_

**FULL OR PART TIME STATUS - please check the box which applies to you:**

-Full Time                       -Vocational 30 or more class hrs wkly     -Graduate less than 9 credit hrs  
 -Undergraduate 12 or more credit hours     -Part Time                       -Vocational less than 30 class hrs wkly  
 -Graduate 9 or more credit hours             -Undergraduate less than 12 credit hrs

Are you presently attending a university, college, junior college?

Yes  No

If yes, please list the name and address of the school

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Have you applied for other scholarship aid? Yes  No

If yes, please list which scholarships you have applied for

Select whether the scholarship has been awarded to you

Yes  No  
 Yes  No  
 Yes  No  
 Yes  No  
 Yes  No  
 Yes  No  
 Yes  No

**Anticipated Income**

Personal/parent contribution \_\_\_\_\_

Permanent Fund Dividend \_\_\_\_\_

BIA Scholarship/Grant \_\_\_\_\_

State/Federal Student Loans \_\_\_\_\_

Village/Tribal Scholarship \_\_\_\_\_

Koniag Education Scholarship \_\_\_\_\_

Other (please specify): \_\_\_\_\_

**Academic Financial Aid**

Scholarship and/or Fellowships \_\_\_\_\_

**Total Income** \_\_\_\_\_

**Direct Academic Costs**

**Tuition** \_\_\_\_\_

**Student Fees** \_\_\_\_\_

**Books & Required Supplies** \_\_\_\_\_

**Housing & Meals Costs**

On-campus or Off-campus Housing \_\_\_\_\_

On-campus or Off-campus Meals \_\_\_\_\_

**Personal Expenses** \_\_\_\_\_

**Transportation** \_\_\_\_\_

**Total Expenses** \_\_\_\_\_

**-Less Total Income** \_\_\_\_\_

**Total Need** \_\_\_\_\_

Have you applied for admission to a university, college, junior college?

Yes  No

If yes, has your application been accepted?  Yes  No

Please list the name and address of the school you have been accepted to.

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

**CURRENT EDUCATION**

What year did you last attend school? \_\_\_\_\_ In what year did you graduate from H.S. or earn your GED? \_\_\_\_\_

For how many  quarters  semesters have you received the OHSF Scholarship? \_\_\_\_\_

Class level:  Freshman (I have 0-29 college credits)  Senior (I have 90 + college credits)  
 Sophomore (I have 30-59 college credits)  Graduate/Post/Graduate  
 Junior (I have 60-89 college credits)

Current cumulative GPA (for those who have been in school within the past three years):

High School \_\_\_\_\_ College/Vocational \_\_\_\_\_

**ELIGIBILITY**

Indicate your eligibility for an Old Harbor Scholarship by checking the appropriate box. NOTE: "Shareholder" is an Alaska Native enrolled under the Alaska Native Claims Settlement Act of 1971. "Descendant" means that you are a direct descendant of a Shareholder: a child, grandchild, great grandchild, etc. (biological or adopted).

I am a Shareholder of Old Harbor Native Corporation  I am a Descendant of an OHNC Shareholder.

Name of Shareholder \_\_\_\_\_

OHNC Shareholder is  Myself  Parent  Grandparent  Great Grandparent  Great Great Grandparent

OHNC Enrollment Number \_\_\_\_\_

**EMPLOYMENT & ACTIVITIES:**

PLEASE ATTACH A CURRENT RESUME WITH EMPLOYMENT HISTORY, SCHOOL, ACTIVITIES, HONORS, AWARDS, ADDITIONAL EDUCATIONAL AND OR TRAINING, ETC.



## **Checklist**

Please use the following checklist as a guide when completing your application packet.

All items in the checklist must be submitted for a complete application.

### **First Time Applicants (who did not receive funding last year) CHECKLIST:**

- **COMPLETED APPLICATION FORM:** All questions and lines on application must be FILLED OUT. If a question does not apply to you, please write "N/A" instead of leaving a blank. Don't forget to sign and date the last page of the application.
- **Essay:** Please submit a 300-600 word essay in the form of a statement of purpose.
- **Transcript:** You must submit transcripts with your application. The transcripts CAN BE UNOFFICIAL, however, you MUST submit an OFFICIAL, SEALED TRANSCRIPT before your award is released to the college.
- **Letters of Recommendation:** Two current (2) letters of recommendation are required. The letters can be from instructors, employers, pastors, family friends, etc. No letters from relatives will be accepted.
- **Letter of Acceptance:** FOR FIRST TIME APPLICANTS ONLY. Include a letter of acceptance from the school you wish to attend stating that you are accepted for enrollment.
- **Resume:** Please provide a recent resume with employment information and/or current activities, awards received, community involvement, etc.
- **Photo:** Is optional
- **Descendant Database Form:** This form is only required for those who are not shareholders and only once and can be found at our website: [www.oldharbornativecorp.com](http://www.oldharbornativecorp.com) Once you are at website go to Shareholder Resources then Inter Vivos Gifting there you will find the Descendants form.

### **CONTINUING APPLICANTS (received funding from OHSF in the previous year) CHECKLIST:**

- **COMPLETED APPLICATION FORM:** You can write "same" if the information has not changed from your prior year's application. Don't forget to sign and date the last page of the application.
- **Essay:** Please update your 300-600 word essay about: you, your background, your educational goals, your work history and/or achievements. Please word this letter as a Statement of Purpose
- **Transcript:** Please submit a transcript with your application. The transcript CAN BE UNOFFICIAL, however, you MUST submit an OFFICIAL TRANSCRIPT before your scholarship check will be sent to your school.
- **Resume:** Please update your resume.
- **Photo:** Is optional

### **FIRST TIME ADULT APPLICANTS (THOSE WHO HAVE BEEN OUT OF SCHOOL 3 OR MORE YEARS) PLEASE USE THE FOLLOWING CHECKLIST:**

- **COMPLETED APPLICATION FORM:** All questions and lines on the application must be FILLED OUT. If a question does not apply to you, please write "N/A" instead of leaving a blank. Don't forget to sign and date the last page of the application.
- **Essay:** Please submit a 300-600 word essay about you, your background, your educational goals, your work history and/or achievements. Please word the essay as a statement of purpose
- **Letters of Recommendation:** Two current (2) letters of recommendation are required. The letters can be from instructors, employers, pastors, family friends, etc. Please do not submit letters from relatives.
- **Letter of Acceptance:** FOR FIRST TIME APPLICANTS ONLY. Include a letter of acceptance from the school you wish to attend stating that you are accepted for enrollment.
- **Resume:** Please provide a recent resume with employment information and/or current activities, awards received, community involvement, etc.
- **Documentation:** Please send in a copy of a high school diploma or certificate if you have been out of school for more than 4 years.
- **Photo:** Is optional

## **AUTHORIZATION**

I, \_\_\_\_\_, give my consent that the educational institution I am attending may release information to the Old Harbor Scholarship Foundation regarding my progress as a student now and beyond the period of my scholarship award. This information may include, but is not limited to: major, year of completion, grades, GPA, degree/certificate, seeking/received. I understand this information is a condition for receipt of scholarship funds. Any photos that I submit may be used by the Old Harbor Native Corporation or the OHSF for promotional purposes. My signature below also certifies that to the best of my knowledge the information given is true and correct. If any significant changes occur on any of the questions I have answered on this application, I will notify OHSF or I will risk having my scholarship forfeited. I have read, understood, and will abide by the guidelines and instructions above.

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

\_\_\_\_\_  
Date

## **SOME TIPS!**

The Old Harbor Scholarship Foundation Review Committee is made up of 3 members, who read through each application and scores them based on an established scoring scale. Since OHSF scholarships are need-based and, it is a good idea to make sure that you spend time on your essay (letter of application).

Neatness of your application applies as well. Work to keep your GPA up. Also too, make sure that your application is complete and mailed in prior to the deadline. Here are the areas that the Review Committee scores when they read your application in order of importance:

- **GPA**
- **Letter of Application**
- **Letters of Recommendation**
- **Resume**