

NEW APPLICANT
List of Documents Needed to Complete Your File

Application must be filled out completely with no blank spaces
No Summer Funding



Application: Your application and documents have a **DEADLINE!**

Fall Semester Deadline: July 15

Spring Semester Deadline: January 4



Agreement:

Signed between the Recipient (you) and the Tohono O'odham Education Assistance Program.



Financial Needs Analysis (FNA):

This document is a form in your packet that you need to complete (top portion). Your financial aid officer will fill out the bottom portion of your form. This form will not be completed until you have applied for Pell (FAFSA). Check with your financial aid officer to make sure you have a complete file. (You have two (2) files you must complete, one with us (Education Assistance Program) and one with your college/university).



Student Aid Report (SAR):

Complete and submit a Free Application for Federal Student Aid (FAFSA). The results will be emailed back to you, and it is called a Student Aid Report (SAR). Make sure school attending is listed. Please apply at www.fafsa.ed.gov on line.



Tribal Enrollment Status Form:

Please fill out the enclosed form and submit to the Tohono O'odham Enrollment Office








Official Transcripts: Please select category that applies

High School Graduate/GED: must submit *official transcripts* from high school with graduation date or GED scores.

College/Some College: must submit *official transcripts* for any college or university last attended

***Official /Electronic Transcript are certified by registrar's office and either, emailed, mailed directly to the program or hand delivered, in original, unbroken, sealed envelope.**

-  **Acceptance Letter:**
Letter of acceptance from the college/university you will be attending without any provisions/conditions.
-  **Program of Study:**
A document with a list of required classes that you need to complete your program/degree. You will need to see a school advisor to obtain this.
-  **Class Schedule:**
The Class Schedule from the college/university you are attending. This determines if you are a full time or part time student. ***All classes must be listed on the Program of Study.***
-  **W-9 Form Student:**
All recipients must complete and sign a W-9 Form. This form is required by the Tohono O'odham Nation in order to process payment to anyone receiving funds from any of its entities.
-  **W-9 Form School:**
If applicable, please obtain a W9 Form from the institution you are attending (check with your Intake Specialist). This form is required by the Tohono O'odham Nation in order to process payment to anyone receiving funds from any of its entities.

You may call the Sells/Tucson offices Monday thru Friday from 8:00am to 5:00pm MST.

Always retain copies for your personal file.

Always get the name of the person you are working with at your school and if you leave documents with someone, get that individuals name.

The Tohono O'odham Education Assistance Program/ Higher Education Services are supplemental programs. Funding for financial assistance is dependent on the availability of funds but is not a guarantee. We ask you to seek grants or other scholarship opportunities.

**EDUCATION IS POWERFUL,
USE IT TO CHANGE THE WORLD**