

**Department of Hualapai Education & Training
Check List**

- ___1) APPLICATION (APP) – Complete Department of Hualapai Education & Training (DHET) Application with signed contract and essay.
- ___2) CERTIFICATE OF INDIAN BLOOD (CIB) – Original with official seal verifying legal Hualapai Tribe enrollment. **Required for all first time applicants. Continuing DHET students are not required to resubmit CIB unless there is a legal name change.**
- ___3) TRANSCRIPT(s) (TRX) – Official college, high school transcripts, and/or GED scores. First year applicants must submit final high school transcript with date of graduation. Continuing recipients must submit an official transcript after each semester. Additional transcripts are required from all previous colleges attended.
- ___4) LETTER OF ADMISSION (LOA) – Undergraduate and graduate students must be admitted to a postsecondary institution accredited by one of six regional accrediting associations as recognized by the Hualapai Tribe. Graduate applicants must submit a regular Letter of Admission from the graduate college **and** the graduate degree program. Continuing students will be required to submit LOA once unless status has changed. Enrollment Verification is required from students who have already submitted a Letter of Admission but have not been funded at least one term. Students who have not attended school for two consecutive semesters will need to submit a re-admission letter from their respective institution.
- ___5) SCHEDULE OF CLASSES- Students must submit a schedule of classes for the semester/quarter/trimester.
- ___6) FINANCIAL NEED ANALYSIS (FNA) – Students must complete the Free Application for Federal Student Aid (FAFSA) in accordance with the federal policies. The Hualapai Tribe FNA must be submitted to the Financial Aid Office at your institution every academic year. Upon completion of FNA, the Financial Aid Officer will forward the FNA to DHET. Summer Session(s) FNA's must be submitted separately from Fall/Spring.
- ___7) GRADUATION/DEGREE CHECK LIST – All students must submit a graduation/degree check list for continued funding at the beginning of the academic year. All college Juniors and Seniors must submit a graduation/degree check list for verification of graduation date. It must have your “expected” graduation date and be signed by your advisor.

General Eligibility:

- All applicants must be admitted to a post-secondary institution accredited by one of six regional accrediting associations as recognized by the Hualapai Tribe:

MSA–Middle States Association of Colleges and Schools

NASC–Northwest Association of Schools and colleges

NCA–North Central Association of Colleges and Schools

SACS–Southern Association of Colleges and Schools

NEASC–New England Association of Schools and Colleges

WASC–Western Association of Schools and Colleges

- The appropriate accrediting association for highly specialized majors including, but not limited to, the National Architectural Accrediting Board for schools of architecture.
- Vocational Institutions approved by the Hualapai Education Committee.

Deadlines:

Full Time Applicants

**Academic Year
Winter/Spring Term only
Summer Term**

**July 1
November 1
April 1**

Send documents to:

Hualapai Education Coordinator
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