

Higher Education Program



Policy Manual

**Gila River Indian Community
Higher Education Program
Approved 8/17/16 GR-145-16**



GILA RIVER INDIAN COMMUNITY

SACATON, AZ 85147

RESOLUTION GR-145-16

A RESOLUTION RESCINDING RESOLUTION GR-125-13, AND APPROVING THE AMENDED GILA RIVER INDIAN COMMUNITY HIGHER EDUCATION PROGRAM POLICY MANUAL

WHEREAS, the Gila River Indian Community Council (the "Community Council") is the governing body of the Gila River Indian Community (the "Community"); and

WHEREAS, the Community utilize gaming revenues to benefit, support and promote education for the members of the Community; and

WHEREAS, the Community Council approved Resolution GR-34-06, approving a Community Scholarship Program for higher education to provide financial assistance for enrolled Community members pursuing higher education; and

WHEREAS, the Community Council subsequently approved Resolutions GR-229-00 and GR-288-00, rescinding Resolution GR-34-96 and revising the policies and procedures for the Community's Special Interest Program and Community Scholarship Program; and

WHEREAS, in 2004, the Community Council approved Resolution GR-94-04, rescinding Resolution GR-228-00 and providing updated policies and procedures for the Community Scholarship Program, which were subsequently amended by Resolution GR-125-13; and

WHEREAS, to ensure the continued effectiveness of the Scholarship Program, changes to the policies have been proposed and are attached; and

WHEREAS, the Education Standing Committee and Government & Management Standing Committee have reviewed and recommend approval of the attached Higher Education Program Policy Manual.

NOW, THEREFORE, BE IT RESOLVED, that the Community Council rescinds GR-125-13 including any and all attachments or amendments.

BE IT FURTHER RESOLVED, that the Community Council approves the attached Higher Education Program Policy Manual effective upon approval.

BE IT FURTHER RESOLVED, that the Community Council declares that the funding for the Gila River Indian Community Higher Education Program is based on available Community funding and financial assistance is not guaranteed for all students.

BE IT FINALLY RESOLVED, that the Governor, or in his absence, the Lieutenant Governor, is hereby authorized to sign and execute such documents as are necessary to fulfill the intent of this resolution.

CERTIFICATION

Pursuant to authority contained in Article XV, Section 1, (a) (7), (9), (18), and Section 4 of the amended Constitution and Bylaws of the Gila River Indian Community, ratified by the tribe January 22, 1960, and approved by the Secretary of the Interior on March 17, 1960, the foregoing resolution was adopted on the 17th of August 2016, at a regular Community Council meeting held in District 3, Sacaton, Arizona at which a quorum of 12 Members were present by a vote of: 11 FOR; 1 OPPOSE; 0 ABSTAIN; 5 ABSENT; 0 VACANCY.

GILA RIVER INDIAN COMMUNITY



GOVERNOR

ATTEST:



COMMUNITY COUNCIL SECRETARY



Gila River Indian Community Higher Education Program Policy

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Article 1. Definitions

1. **Academic Term:** The length of one semester, one quarter, one block, or a time period designated by an educational institution.
2. **Academic Year:** The length of two semesters, three quarters, or as designated by the educational institution.
3. **Accredited Colleges and Universities:** Higher Educational Institutions that have been accredited by one of the following accrediting Associations:
 - MSA Middle States Association of Colleges and Schools
 - NEASC New England Association of Schools and Colleges
 - NCA North Central Association of Colleges and Schools
 - NASC Northwest Association of Schools and Colleges
 - SACS Southern Association of Colleges and Schools
 - WASC Western Association of Schools and Colleges
 - AMA American Medical Association
 - ABA American Bar Association
 - The appropriate accrediting association for highly specialized majors including, but not limited to, the National Architectural Accrediting Board for schools of architecture.
4. **Applicant:** The person applying for Program financial assistance and has not yet been accepted into the Program.
5. **Associate Degree:** The degree acquired by the student who completes all required course work in an Associate Degree program.
6. **Award Letter:** An Official letter from Student Services notifying the student of his/her financial assistance.
7. **Baccalaureate Degree:** The degree acquired by the student who completes all required course work in a Baccalaureate Degree program.
8. **Clock Hours:** The number of hours spent in class for a vocational program of study
9. **Code of Conduct:** Behavior that promotes a positive self-image of the student and the Gila River Indian Community, as prescribed in Article 13.
10. **Continuing Student:** A student currently receiving funding who meets the requirements of the Program to progress to the next semester.
11. **Credit Hour:** A unit of academic credit.
12. **Cumulative Grade Point Average:** The overall average, figured by dividing the total number of credits attempted by the total number of grade points earned.
13. **Degree:** An Associate, Baccalaureate, Masters, or Doctorate earned by a student who has met all requirements of his/her Program of Study at an Accredited College or University.

14. **Diploma:** A document issued by an educational institution that the recipient has earned a degree or completed a particular Program of Study.
15. **Education Standing Committee (ESC):** A branch of the Community Council. ESC is the recommending body on all educational policy matters. ESC provides recommendations and assistance in formulating, upholding and amending the higher education policies.
16. **Enrollment Agreement:** The contract signed between the student and the institution that specifies the conditions under which the school will provide instruction to the student. It also specifies all costs a student must pay in order to enroll in a specific school program. A copy of the completed enrollment agreement must be given to the student upon enrollment.
17. **Financial Needs Analysis (FNA):** An analysis of a student's cost of attendance provided by the educational institution.
18. **Free Application for Federal Student Aid (FAFSA):** The application used when applying for Federal Aid for educational costs.
19. **Full Time Student:**
 - a. Undergraduate-As defined by the educational institution
 - b. Graduate-As defined by the educational institution
 - c. Doctorate-As defined by the educational institution
20. **Gila River Indian Community (Community):** A federally recognized Indian Tribe including its governmental structure, departments and programs.
21. **Good Standing:** To be in compliance with all program requirements.
22. **Grade Point:** The point value given to a grade received for the student's course work.
 - A = 4.0
 - B = 3.0
 - C = 2.0
 - D = 1.0
 - F = 0.0
23. **Grade Point Average (GPA):** The average grade earned per term, figured by dividing the grade points earned by the numbers of credits attempted.
24. **Graduate Student:** A student who has acquired a Baccalaureate degree and is enrolled in a Masters or Doctorate program.
25. **On-line:** Courses that are offered via the Internet.
26. **Part-time Student:**
 - a. Undergraduate- less than 12 credit hours per semester
 - b. Graduate-As defined by the educational institution
 - c. Doctorate-As defined by the educational institution.
27. **Program:** The Gila River Indian Community Higher Education Program approved through GR-94-04.

28. **Program of Study:** The classes or course criteria set forth by the educational institution to obtain a diploma, certificate or degree.
29. **Program Requirements:** Requirements, regulations, and policies that all persons must follow.
30. **Recipient:** An applicant that has been accepted into the Program and has not yet received funding.
31. **Student:** An individual who has applied and been accepted into the Program and is receiving funding.
32. **Student Aid Report (SAR):** The document received 3 to 4 days after your FAFSA is processed. Your educational institution will also receive a copy. The amount awarded is contingent upon the student's financial need.
33. **Undergraduate:** A student who is enrolled in a program that, upon completion of curriculum requirements, becomes qualified for an Associates or Baccalaureate degree.
34. **Unmet Need:** The difference between a student's total cost of attendance and the student's total available assistance.

Article 2 Purpose and Goal

- A. The purpose of the Gila River Indian Community’s (“Community”) Higher Education Program (the “Program”) is to provide financial assistance to eligible enrolled Community Members seeking a Certificate/Diploma/Degree at a Regionally Accredited College or University.
- B. The goal of the Gila River Indian Community’s Higher Education Program is to provide eligible enrolled Community Members with support and resources to achieve their educational endeavors.
- C. The Program is not an entitlement program and eligibility to participate is a privilege.
- D. The Gila River Indian Community Council recognizes the disparity in education attained by Community members and desires to achieve a public policy goal of educating Community members in order to fulfill the employment needs of the Gila River Indian Community and enhance the Tribal economy.

Article 3 Administration

- A. The Program is administered by the Community’s Tribal Education Department (TED). Student Services and the TED are responsible for the Program and are authorized to ensure student benefits are administered in accordance with the Higher Education Program Policy, subject to Community Council approval.
- B. The Education Standing Committee (ESC) is responsible for providing recommendations and assistance on policy formulation and clarification to the TED. The ESC reviews and makes recommendations to the Community Council on educational proposals and plans presented by the TED.

Article 4 Confidentiality

- A. Student Services will maintain the Program files in a confidential manner that restricts access except to authorized individuals.
- B. Authorized individuals include (1) the student, (2) parents and/or legal guardians if the student is under the age of 18, (3) Student Services staff and their supervisors, and (4) individuals authorized access by the Policy or by applicable law.
- C. A student may give notarized, written permission to Student Services for someone other than the student to have access to the student’s file.
- D. All students must give written permission for Student Services to have access to the student’s file at their educational institution.

Article 5 Eligibility Requirements

- A. Must be an enrolled member of the Gila River Indian Community.
- B. Must have a High School Diploma or General Equivalency Diploma (GED).

C. Must be accepted into an accredited College or University from one of the following regional accreditations:

1. MSA Middle States Association of Colleges and Schools
2. NEASC New England Association of Schools and Colleges
3. NCA North Central Association of Colleges and Schools
4. NASC Northwest Association of Schools and Colleges
5. SACS Southern Association of Colleges and Schools
6. WASC Western Association of Schools and Colleges

Article 6 Application Process

A. Student Services must receive a completed application packet with all required documents on or before the posted deadline date.

June 1st – Fall Semester
November 1st – Spring Semester

B. All applications received after the deadline date will not be considered.

C. Completed application packets must be mailed certified or hand delivered to Student Services.

1. Mailed application packets should be certified mailed to Student Services and postmarked by the deadline date.
2. Hand delivered application packets must be submitted to Student Services on or before the deadline date.
 - a. If the deadline is on a non-business day, the application packet must be submitted by the next business day.

D. Faxed application packets will not be accepted.

E. All mailings must be sent via certified mail to:

Gila River Indian Community
Education Department/Student Services
PO Box 97
Sacaton, AZ 85147
(Student Services will not refund or pay for delivery)

Article 7 Required Application Documents

A. Complete and signed Gila River Indian Community scholarship application.

B. A typed, 200 word essay summarizing your educational goals and future plans; dated and signed.

- C. Certificate of Indian Blood (CIB) provided by Gila River Indian Community Enrollment Office that has not exceeded the 90 day expiration by the application deadline.
- D. Admission or Acceptance letter from educational institution.
- E. Enrollment Agreement with anticipated graduation date (for vocational students only)
- F. Program of Study.
- G. Class schedule from the College or University that reflects the semester the student is requesting financial assistance.
- H. High School/GED official transcripts or diploma that reflects the student's graduation date.
- I. Official transcripts from all previously attended Colleges, Universities, or Vocational schools regardless, whether or not student was funded by the Program. Unofficial transcripts will not be accepted.
 - 1. If official transcripts are mailed, it must be unopened and postmarked by the deadline date.
 - 2. If official transcripts are hand delivered, it must be unopened from educational institution and submitted to Student Services on or before the deadline date.
 - 3. If electronic transcripts are submitted, they must have the official seal on them with the Registrar's signature and be sent directly from the school's registration office to Student Services. If the transcripts are sent from the school to student, then the student sends them to Student Services, they are considered open and unofficial.
- J. Copy of Student Aid Report (SAR) from the Free Application for Federal Student Aid (FAFSA) website at www.fafsa.ed.gov.

Article 8 Required Documents for Continuing Student

- A. Current students must submit the following documents within 3 weeks after the end of their academic term to be considered for continued financial assistance.
 - 1. Official Transcripts with current academic term grades posted.
 - a. If official transcripts are mailed, it must be unopened and postmarked by the deadline date.
 - b. If official transcripts are hand delivered, it must be unopened from the educational institution and submitted on or before the deadline date.
 - c. If electronic transcripts are submitted, they must have the official seal on them with the Registrar's signature and be sent directly from the school's registration office to Student Services. If the transcripts are sent from the school to the student, then the student sends them to Student Services, they are considered opened and unofficial.
 - 2. Class schedule from the College or University that reflects the term the student is requesting financial assistance.
 - 3. Updated Degree Progress Report.

4. A letter requesting continued funding with the following:
 - a. Typed 200 word letter, signed and dated.
 - b. Student must state the semester requesting financial assistance.
 - c. Discuss current semester accomplishments, challenges, etc.
 - d. Include current contact information.
 5. Annual Student Aid Report (SAR)
- B. Students who decline continued funding will need to submit the following within 3 weeks after the term:
1. A letter indicating their decision to decline continued funding.
 2. Official transcripts with current term grades posted.

Article 9 Student Responsibilities

All students must read and comply with the requirements listed in the Policy; failure to do so will result in funding ineligibility.

- A. Must comply with the requirements of the educational Institution.
- B. Must notify Student Services in writing and receive approval from Student Services prior to any withdrawal or transfer from an educational institution stated in the Award Letter.
- C. Must notify Student Services in writing within 10 business days of the following changes to:
 1. Credit load.
 2. School enrollment status (i.e. suspension or academic probation).
 3. Class schedule.
 4. Program of study.
 5. Mailing address (submit updated Student Information Form).
 6. Phone number.
 7. Name.
 8. Tribal enrollment status.
 9. Any other information critical to a student's file.
- D. Must submit an official transcript to Student Services within 30 days of graduation date with confirmed degree and date listed.
- E. Must attend scholarship orientation conducted by Student Services.
- F. Must accept all grants and scholarships or aid from any federal, state or private institutions.
- G. A student who requests Program accommodations due to a documented disability (*See* the Americans with Disabilities Act for guidelines) must submit current documentation of the disability to Student Services.
 1. Program accommodations cannot be applied retroactively.
 2. Program accommodations will be reviewed and approved on a case-by-case basis, based on the submitted documentation, and in accordance with the Student Services Policies and Procedures.

3. Students must submit documents from the educational institution of the documented disability.
 4. Any disability documentation submitted to Student Services will be maintained in a confidential manner pursuant to Confidentiality under Article 4.
- H. Students wanting to pursue a dual major must receive approval from the Student Services Coordinator prior to the start of their program of study.
- I. Student must have completed financial aid package before the start of the semester (i.e. Verification).

Article 10 Academic Standards

All students must comply with the following academic standards to receive financial assistance:

- A. Requirements for Full-Time Undergraduates:
1. Enrolled in 12 or more credit hours.
 2. Have an Academic Term GPA of 2.5 or above.
 3. Follow program of study on file with Student Services.
 4. Must earn approved amount of credit/clock hours funded by the Program.
- B. Requirements for Part-time Undergraduates:
1. Enrolled in 11 credits hours or less.
 2. Have an Academic Term GPA of 2.5 or above.
 3. Follow program of study on file with Student Services.
 4. Must earn approved amount of credit/clock hours funded by the Program.
- C. Requirements for Full-Time Graduate Students:
1. Enrolled in the number of credit hours for full time status as defined by the educational institution.
 2. Have an Academic Term GPA of 3.0 or above.
 3. Follow program of study on file with Student Services.
 4. Must earn approved amount of credit/clock hours funded by the Program.
- D. Requirements for Part-Time Graduate Students:
1. Enrolled in the number of credit hours for part time status as defined by the educational institution.
 2. Have an Academic Term GPA of 3.0 or above.
 3. Follow program of study on file with Student Services.
 4. Must earn approved amount of credit/clock hours funded by the Program.

Article 11 Length of Program

- A. Students may receive Program funds for the following maximum number of Academic Terms:

<u>Undergraduate:</u>	Twelve (12) semesters or eighteen (18) quarters.
<u>Graduate:</u>	Twelve (12) semesters or eighteen (18) quarters.
<u>Doctorate*:</u>	Sixteen (16) semesters or twenty-four (24) quarters.

*Doctoral Degree Maximum Time Limit

Doctoral students must complete all program requirements within five years after passing the comprehensive examinations. Any exceptions must be approved by the student's supervisory committee, the head of the academic unit and the ESC.

- B. Part-time students will have their funding counted as a half semester up to the maximum number of allowable academic terms.
- C. The Program will only fund, within the maximum number of academic terms, an eligible student to progressively earn:
 - One (1) Certificate/Diploma
 - One (1) Associate Degree
 - One (1) Baccalaureate Degree
 - One (1) Master's Degree
 - One (1) Doctoral Degree

Article 12 Financial Assistance

- A. The Student will utilize all available sources of funding such as Pell, SEOG, tuition grants and outside scholarships before using Program funds before using Program funds.
- B. Student Services will make all determinations for the use of Program funds in accordance with the Policy.
- C. The Program's financial assistance is not guaranteed and is contingent upon available funding.
- D. Upon receipt of the Award Letter, the Student has three (3) business days to notify Student Services in writing upon declining the scholarship.
- E. The Program may provide financial assistance based on the Unmet Need from the Financial Needs Analysis (FNA) Form.
 - 1. The school will complete the FNA based on the student's enrolled credit hours. The FNA includes the Cost of Attendance and Campus Based Awards.
 - 2. Unmet Financial Needs is determined by the following formula:
 - a. Total Cost of Attendance minus Campus Based Awards = GRIC Scholarship Award.
- F. To receive Program financial assistance a Student must meet all the requirements in Academic Standards under Article 10.
- G. Full-Time students will receive financial assistance for the following educational expenses:
 - 1. Tuition and fees
 - 2. Books and supplies
 - 3. Room and board
 - 4. Transportation (On-line classes do not qualify)
 - 5. Mandatory requirements made by the institution as part of the Program of Study
 - 6. Personal
- H. Part-Time students will receive financial assistance for the following educational expenses:

1. Tuition and fees
 2. Books and Supplies
 3. Transportation (On-line students do not qualify)
 4. Mandatory requirements made by the institution as part of the Program of Study
- I. Depending upon available funding, eligible students may also receive one-time funding for certification exams, licensing exams, graduate admission exams, preparatory courses and other related expenses associated with taking the examination.
- J. The Program will send funds directly to the educational institution. Each educational institution has its own disbursement policies and procedures that the student must follow.
- K. The Program is not responsible for fees incurred through the negligence of the student.
- L. The Community will not be responsible for or pay any tax, penalties, or interest incurred as a result of benefits provided under the Program. Each Community member receiving benefits should consult with his/her own tax advisor to determine the income tax consequences of the Program. The Community intends that benefits provided pursuant to the Program will be excludable from income for federal income tax purposes, under Section 117 of the Internal Revenue Code and/or under the general welfare doctrine of federal tax law.
- M. The Program will not reimburse a student for previously accrued expenses of attending an educational institution.
- N. The Program will not pay any costs incurred at the educational institution if the student begins school before they are approved for funding by the Program.
- O. The Program will not pay for any fees not related to educational expenses (i.e. application fees, sporting events, special events, late fees incurred by student for late registration, etc).
- P. The Program will not pay for any repeat courses.
- Q. Depending upon available funding, the Program will provide funding for Continuing Students to attend the Summer academic term.
- R. Applicants desiring to attend an educational institution outside the continental United States will be limited and based upon the field of study, and must submit a letter requesting a special meeting with the TED Director and Student Services Coordinator. All requests for out of country funding will be approved on a case-by-case basis, and need approval of the TED Director and Student Services Coordinator.
- S. If it is determined that the application or any supporting documents were falsified, or if the student is improperly provided with financial assistance, the student will be required to reimburse the Program.

Article 13 Code of Conduct

- A. Any student or person designated by the student, who violates the Code of Conduct will be disciplined as follows:
 - 1. First level of warning: meeting with Student Services Coordinator.
 - 2. Second level of warning: meeting with the Tribal Education Director.
 - 3. Third level of warning: rendered ineligible for future funding from the Program.
 - 4. Serious violations may be advanced directly to second or third level.
- B. Student must promote a positive self-image that is a credit to him or herself and to the Gila River Indian Community.
- C. A student whose conduct is offensive toward Student Services staff, educational institution personnel, Community department employees, Community officials or other students may be considered in violation of the Code of Conduct.
- D. Students must adhere to the educational institution's code of conduct.
- E. Offensive conduct that violates the Code of Conduct includes, but is not limited to:
 - 1. Written or verbal threats/abuse.
 - 2. Sexually suggestive comments or actions.
 - 3. Inappropriate gestures.
 - 4. Physical contact.
 - 5. Comments intended to embarrass, demean, or intimidate others.
 - 6. Vandalism.
 - 7. Inappropriate behaviors/attitudes (i.e. yelling, tantrums, plagiarism, academic dishonesty).
- F. Any person designated by the student to act on his or her behalf must also comply with the Code of Conduct.
- G. A Code of Conduct violation must be signed by the person asserting the violation along with the Student Services Coordinator and will be placed in the student's file. The student will be notified of the suspension within five business days after receipt of the allegation.

Article 14 Probation

- A. A student can only be placed on Probation a maximum of two times per degree while a student of the Program. Students who exceed the maximum time for Probation will be suspended from the Program.
- B. Student Services may place a student on probation for any of, but not limited to the following reasons:
 - 1. Did not earn the enrolled credit hours for the Academic Term for which they were funded (i.e. failed, incomplete, etc.).
 - 2. Did not earn a minimum 2.5 term GPA as an undergraduate student.

3. Did not earn a minimum 3.0 term GPA as a graduate student.
 4. Did not remain in academic good standing with the educational institution's policies.
 5. Did not comply with Article 8 "Required Documents for a Continuing Student" and Article 9 "Student Responsibilities".
- C. The Program will provide a student on Probation with financial assistance for the following educational expenses:
1. Tuition and fees.
 2. Books and Supplies.
 3. Transportation (On-line classes do not qualify).
- D. Students placed on Probation must make up the credits for which they received funding by the Program during the Probation Academic Term and earn the minimum term 2.5 GPA as an undergraduate and 3.0 as a graduate student.

Article 15 Suspension of Funding

A student may be suspended from the Program for any of but not limited to the following reasons:

1. A student who is placed on probation and does not complete his/her probationary requirements.
2. Did not comply with Article 8. Required documents for a Continuing Student.
3. Did not comply with Article 9. Student Responsibilities.
4. Did not comply with Article 10. Academic Standards.
5. Suspended, dropped, or terminated by the educational institution.
6. Falsified information to obtain Program funds.
7. Receives a Grade Point Average of 1.0 or less for the academic term.
8. Violated the Code of Conduct.
9. Exceeded the maximum number of academic terms (Article 11).
10. Exceeded the maximum amount of semesters allowed for Probation (Article 14).

Article 16 Reinstatement

- A. A student who exceeded the allowable Probation semesters will not be reinstated until the student graduates from their degree program for which they were funded.
- B. A student suspended from the Program shall not be eligible to re-apply to the Program until one of the following:
1. All funds owed to the Community are paid.
 2. Credits made up must apply to their current program of study and achieve a cumulative GPA of 2.5 as an undergraduate or a 3.0 as a graduate.

Article 17 Dispute Resolution Process

- A. If a student wishes to dispute any action taken by Student Services, the student must submit a letter of dispute to the TED Director within five business days of receipt of the determination letter. The student must include any supporting documentation to be considered for the resolution of the dispute.

- B. The TED Director, or designee, will schedule a meeting with the student and the Coordinator of Student Services within ten business days after receipt of the student's letter to review the dispute.
- C. The TED Director, or designee, will provide the student with a letter notifying the student of the outcome within five business days after the scheduled meeting.

Article 18 Appeal Process

- A. The ESC will serve as the governing body for the appeal process.
- B. A student may appeal a written decision from the Dispute Resolution.
- C. The student must mail a letter of appeal to the ESC with the same documents submitted in the Dispute Resolution Process to the ESC Chairperson within five (5) business days after the letter received from the Dispute Resolution Process. Students are responsible to contact the Community Council Secretary's Office (520-562-9720) for ESC submission deadlines.
 - 1. A student may only provide ESC with the same documents that were provided to Student Services during the Dispute Resolution Process. ESC will only consider the documents submitted during the Dispute Resolution Process.
 - 2. A complete copy of the appeal letter and supporting documents must be simultaneously submitted to Student Services.
 - 3. Letters to ESC and Student Services must be sent via certified mail.
 - 4. Letters to ESC must be address as follows:

Gila River Indian Community
Chairperson of the Education Standing Committee
c/o Administrative Assistant
P.O. Box 2138
Sacaton, AZ 85147

- 5. Letters to Student Services must be addressed as follows:

Gila River Indian Community
Tribal Education Department/Student Services
c/o Student Services Coordinator
P.O. Box 97
Sacaton, AZ 85147

- D. The ESC Chairperson will notify the recipient/student of the date and time of the appeal hearing via certified mail. Generally, appeal hearing will be heard at the first ESC meeting of the month.
 - 1. Appeal hearings will be scheduled at the discretion of the ESC.
 - 2. The ESC Chairperson will notify the student and Student Services of the date and time of the appeal hearing at least five business days prior to the scheduled hearing.

- E. A student must be present at the hearing, however if the student has received notice as evidenced by the certified mail receipt and fails to appear, the ESC may conduct the hearing without the student present.
- F. Out-of-state recipients/students may request a teleconference and such requests must be included in the appeal letter.
- G. All appeal hearings will be held in Executive Session.
- H. In all matters subject to appeal under this Section the ESC determines whether facts exist that constitute any violation(s) or non-compliance with any requirements, restrictions, prohibitions, or other provisions of the Program.
- I. The ESC will issue a written determination within five business days of the appeal hearing.
- J. All determinations of the ESC will be final and not subject to judicial review.

Article 19 Approved Vocational Schools

Students will only receive funding from the Program at the following approved schools on file with Student Services.

- 1. Art Institutes
- 2. Aveda Institutes
- 3. RSI – The Refrigeration School Inc.
- 4. Universal Technical Institute

Article 20 Amendments to the Program

- A. Student Services may amend the Higher Education Policy with approval by the Education Standing Committee and the Community Council.
- B. Student Services will notify all students within ten (10) business days of any approved amendments by mail and email.

Article 21 No Waiver of Sovereign Immunity from Suit

- A. Nothing contained in these Policies waives the Gila River Indian Community's sovereign immunity from suit.